Queensland Government

Queensland Health

DATA COLLECTIONS UNIT INSTRUCTIONS FOR DSS FINANCIAL AND RESIDENTIAL ACTIVITY COLLECTION (FRAC) 2011 - 2012

Instructions and information for Completing FRAC Statements for Reporting to the Data Collections Unit

DOCUMENT INFORMATION

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1 Introduction

1.1 2011-2012 FRAC Changes

The Data Collections Unit (DCU), Health Statistics Centre, implemented a web enabled application called MAC-Online in July 2010, which is currently being used by Hospitals and Health Services to report their monthly activity data. This same functionality has been enhanced to enable Hospital and Health Services staff to report their Financial and Residential Activity Collection (FRAC) data for 2011/2012 onwards.

It is envisaged that the new FRAC collection methodology will greatly assist facilities with reporting.

Improvements to FRAC include;

- Access via an online application;
- Improved security and user access controls;
- Transparent version control of submitted statements;
- On line validations and comments at time of submission;
- Statements 1, 2, and 3 will be pre-populated with financial data from DSS (Alt2 hierarchy);
- Districts will no longer need to manually run DSS reports to obtain their FRAC data for transposing onto MS Excel spreadsheets;
- Previous years FRAC data will be available and displayed in MAC Online; and
- Any redundant FRAC Statements and/or information have been removed.

It should be noted that a full review of general ledger account codes applicable for facility level 'recurrent' expenditure and revenue' reporting for FRAC was carried out by Financial Accrual Team.

The MAC Online Application can be accessed via the Health Statistics Centre website on the Data Collections Unit webpage - http://qheps.health.qld.gov.au/hic/dsu_oprojects.htm

A FRAC User Guide will be distributed as a quick reference guide for FRAC Users.

For full details please see the MAC Online User Manual.

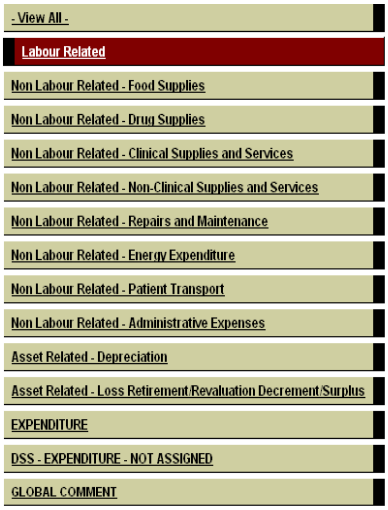
G:\HSC\DCU\MAC\Manuals\Public\1112_MACOnlineUserManual_final.pdf

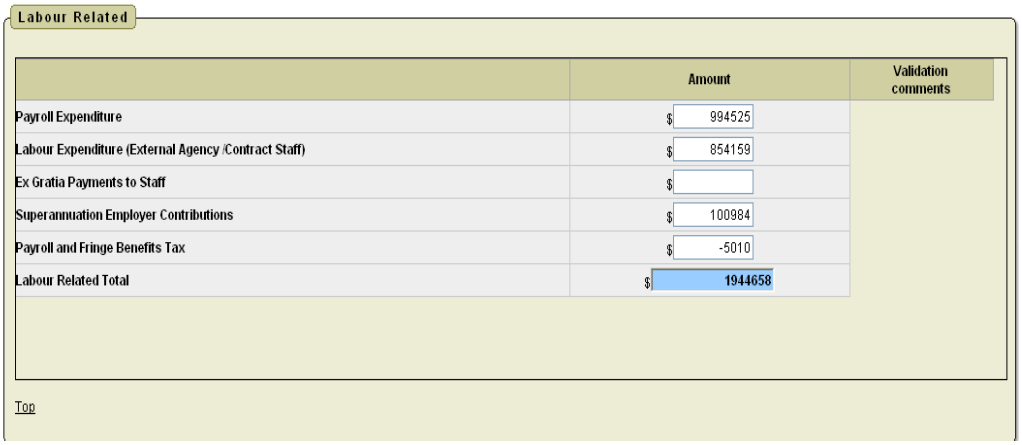
2 ON-LINE STATEMENT NAVIGATION

Statement 1

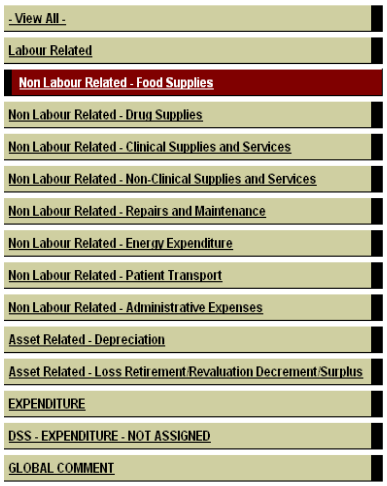
When you open Statement 1 on MAC Online you can either View All to view all sections on the statement or you can click on the individual Sections of the Statement e.g.

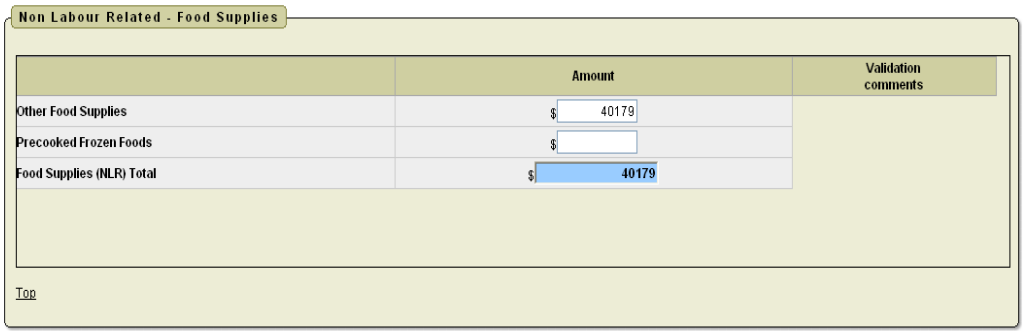
Statement 1 - Labour Related





Statement 1 - Non Labour Related - Food Supplies

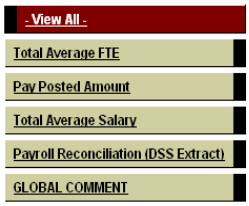


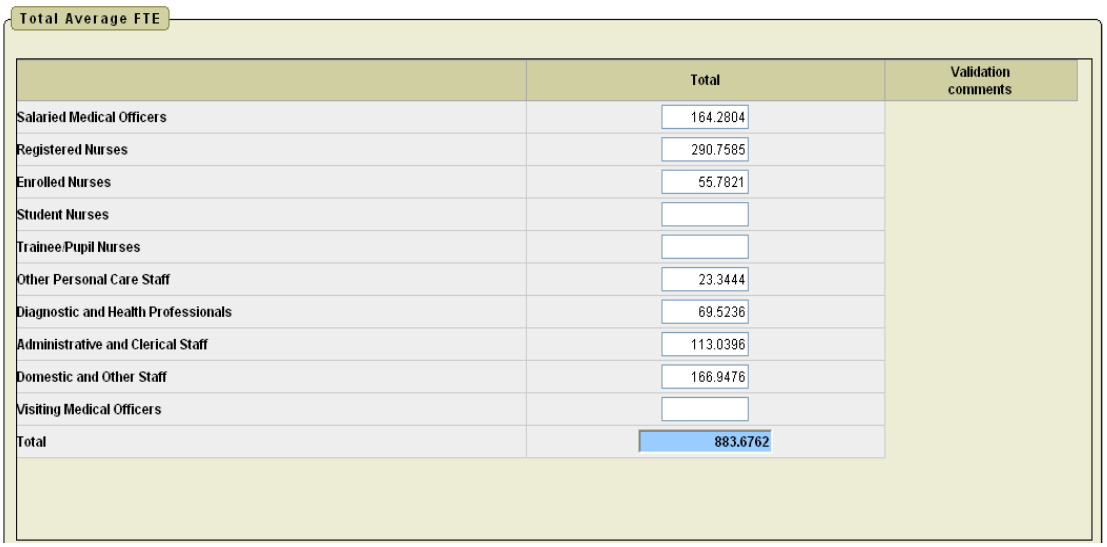


Statement 2

When you open Statement 2 on MAC Online you can either View All to view all sections on the statement or you can click on the individual Sections of the Statement e.g.

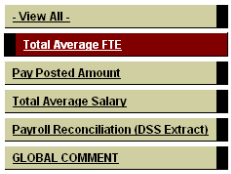
Statement 2 - View All





	Total	Validation comments
Salaried Medical Officers	164.2804	
Registered Nurses	290.7585	
Enrolled Nurses	55.7821	
Student Nurses		
Trainee/Pupil Nurses		
Other Personal Care Staff	23.3444	
Diagnostic and Health Professionals	69.5236	
Administrative and Clerical Staff	113.0396	
Domestic and Other Staff	166.9476	
Visiting Medical Officers		
Total	883.6762	

Statement 2 - Total Average FTE



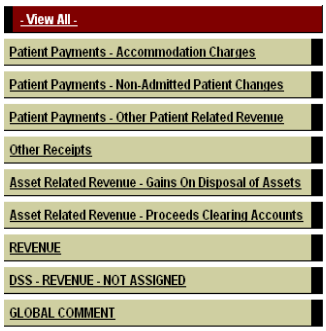
Total Average FTE

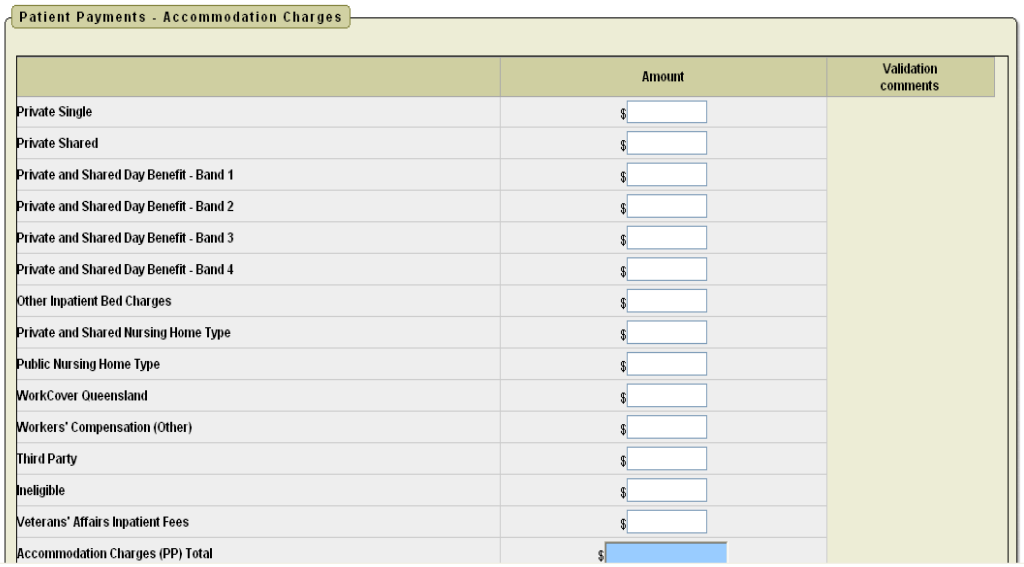
	Total	Validation comments
Salaried Medical Officers	164.2804	
Registered Nurses	290.7585	
Enrolled Nurses	55.7821	
Student Nurses		
Trainee/Pupil Nurses		
Other Personal Care Staff	23.3444	
Diagnostic and Health Professionals	69.5236	
Administrative and Clerical Staff	113.0396	
Domestic and Other Staff	166.9476	
Visiting Medical Officers		
Total	883.6762	

Statement 3

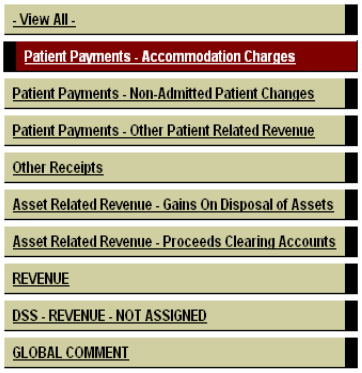
When you open Statement 3 on MAC Online you can either View All to view all sections on the statement or you can click on the individual Sections of the Statement e.g.

Statement 3 – Revenue - View All





Statement 3 - Revenue - Patient Payments – Accommodation Charges



Patient Payments - Accommodation Charges

	Amount	Validation comments
Private Single	$	
Private Shared	$	
Private and Shared Day Benefit - Band 1	$	
Private and Shared Day Benefit - Band 2	$	
Private and Shared Day Benefit - Band 3	$	
Private and Shared Day Benefit - Band 4	$	
Other Inpatient Bed Charges	$	
Private and Shared Nursing Home Type	$	
Public Nursing Home Type	$	
WorkCover Queensland	$	
Workers' Compensation (Other)	$	
Third Party	$	
Ineligible	$	
Veterans' Affairs Inpatient Fees	$	
Accommodation Charges (PP) Total	$	

Statement 7

When you open Statement 7 on MAC Online you can either View All to view all sections on the statement or you can click on the individual Sections of the Statement e.g.

Statement 7 - Specialised Services - View All

Specialised Services

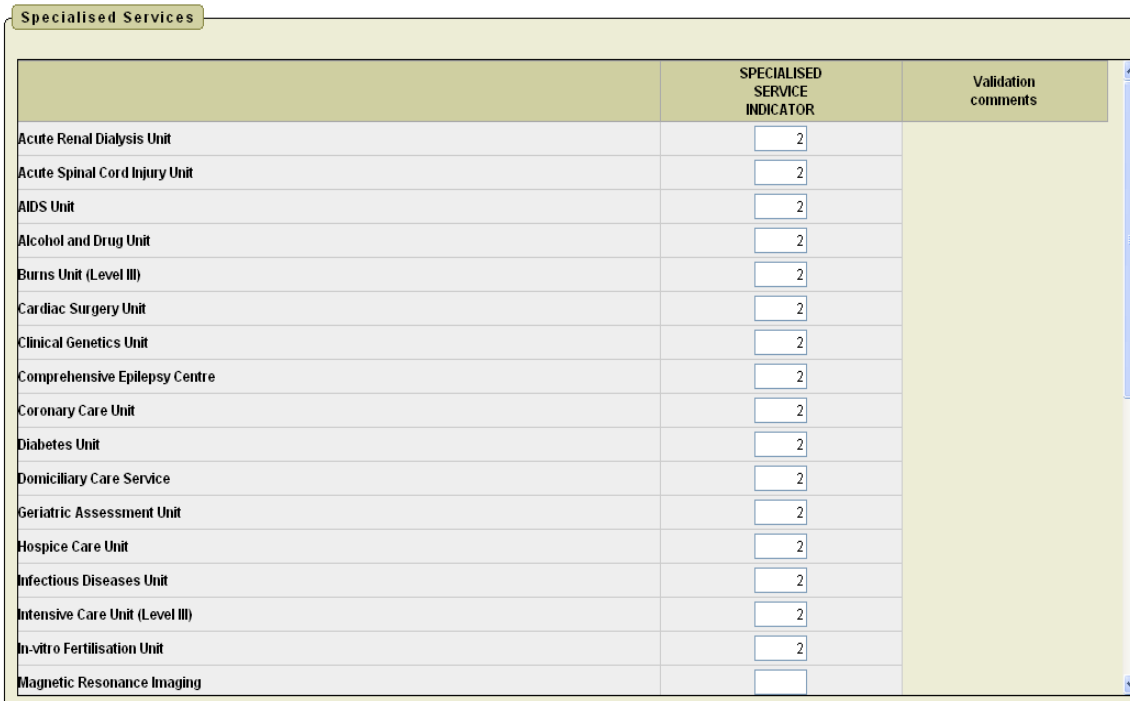
	SPECIALISED SERVICE INDICATOR	Validation comments
Acute Renal Dialysis Unit	2	
Acute Spinal Cord Injury Unit	2	
AIDS Unit	2	
Alcohol and Drug Unit	2	
Burns Unit (Level III)	2	
Cardiac Surgery Unit	2	
Clinical Genetics Unit	2	
Comprehensive Epilepsy Centre	2	
Coronary Care Unit	2	
Diabetes Unit	2	
Domiciliary Care Service	2	
Geriatric Assessment Unit	2	
Hospice Care Unit	2	

Statement 7 - Specialised Services

SPECIALISED SERVICES INDICATE WHETHER OR NOT THE FACILITY HAS UNITS/WARDS FOR THESE SPECIALISED SERVICES. (1=Yes, 2=No)

- View All -

Specialised Services



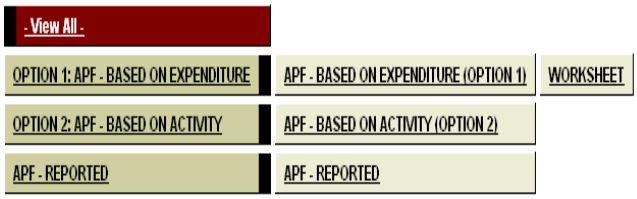
Specialised Services

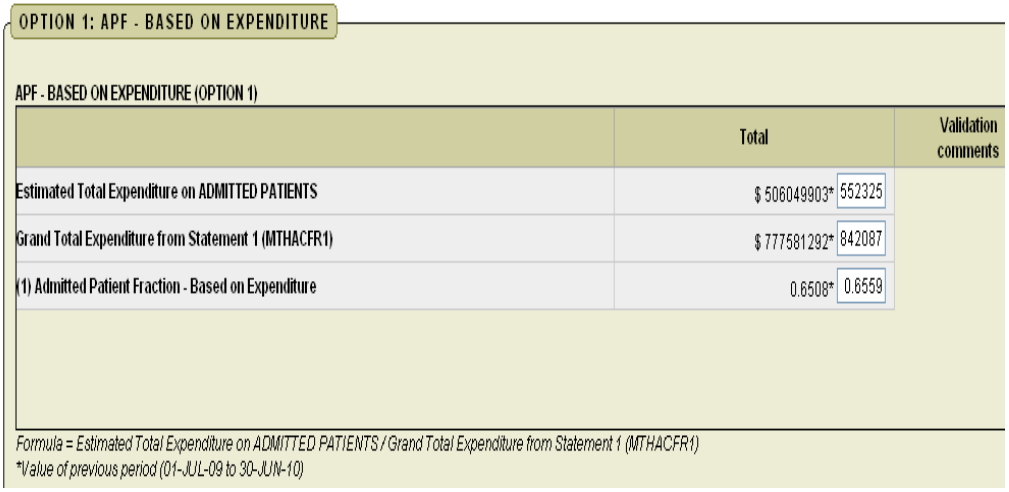
	SPECIALISED SERVICE INDICATOR	Validation comments
Acute Renal Dialysis Unit	2	
Acute Spinal Cord Injury Unit	2	
AIDS Unit	2	
Alcohol and Drug Unit	2	
Burns Unit (Level III)	2	
Cardiac Surgery Unit	2	
Clinical Genetics Unit	2	
Comprehensive Epilepsy Centre	2	
Coronary Care Unit	2	
Diabetes Unit	2	
Domiciliary Care Service	2	
Geriatric Assessment Unit	2	
Hospice Care Unit	2	
Infectious Diseases Unit	2	
Intensive Care Unit (Level III)	2	
In-vitro Fertilisation Unit	2	
Magnetic Resonance Imaging		

Statement 8

When you open Statement 8 on MAC Online you can either View All to view all sections on the statement or you can click on the individual Sections of the Statement e.g.

Statement 8 – Admitted Patient Fraction – View All





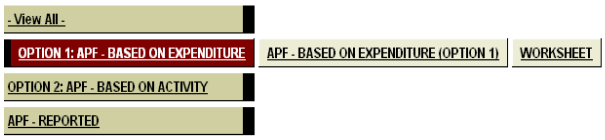
OPTION 1: APF - BASED ON EXPENDITURE

APF - BASED ON EXPENDITURE (OPTION 1)

	Total	Validation comments
Estimated Total Expenditure on ADMITTED PATIENTS	$ 506049903* 552325	
Grand Total Expenditure from Statement 1 (MTHACFR1)	$ 777581292* 842087	
(1) Admitted Patient Fraction - Based on Expenditure	0.6508* 0.6559	

Formula = Estimated Total Expenditure on ADMITTED PATIENTS / Grand Total Expenditure from Statement 1 (MTHACFR1)
**Value of previous period (01-JUL-09 to 30-JUN-10)*

Statement 8 – Admitted Patient Fraction - Option 1



OPTION 1: APF - BASED ON EXPENDITURE

APF - BASED ON EXPENDITURE (OPTION 1)

	Total	Validation comments
Estimated Total Expenditure on ADMITTED PATIENTS	$ 506049903* 552325	
Grand Total Expenditure from Statement 1 (MTHACFR1)	$ 777581292* 842087	
(1) Admitted Patient Fraction - Based on Expenditure	0.6508* 0.6559	

Formula = Estimated Total Expenditure on ADMITTED PATIENTS / Grand Total Expenditure from Statement 1 (MTHACFR1)
**Value of previous period (01-JUL-09 to 30-JUN-10)*

Top

WORKSHEET

	Admitted Patient Services	Non-Admitted Patient Services	Other Hospital Services	Total	Validation comments
Labour Related	$ 341601798* 384253	$ 183293405* 201588	$ null* 0	$ 524895203* 585841	
Non-Labour Related	$ 141436587* 149455	$ 75890685* 784078	$ null*	$ 217327272* 227863	
Asset Related	$ 23011518* 186161	$ 12347299* 976643	$ null*	$ 35358817* 283825	
Estimated Expenditure on Services (Facility Calculated)	$ 506049903* 552325(	$ 271531389* 289762	$ null* 0	$ 777581292* 842087	

This worksheet allows you to estimate the cost split across each of the 3 services for the financial year. The associated figures will automatically be carried over to the above section.
**Value of previous period (01-JUL-09 to 30-JUN-10)*

3 NAVIGATION OF DSS FRAC REPORTS AND HANDY HINTS

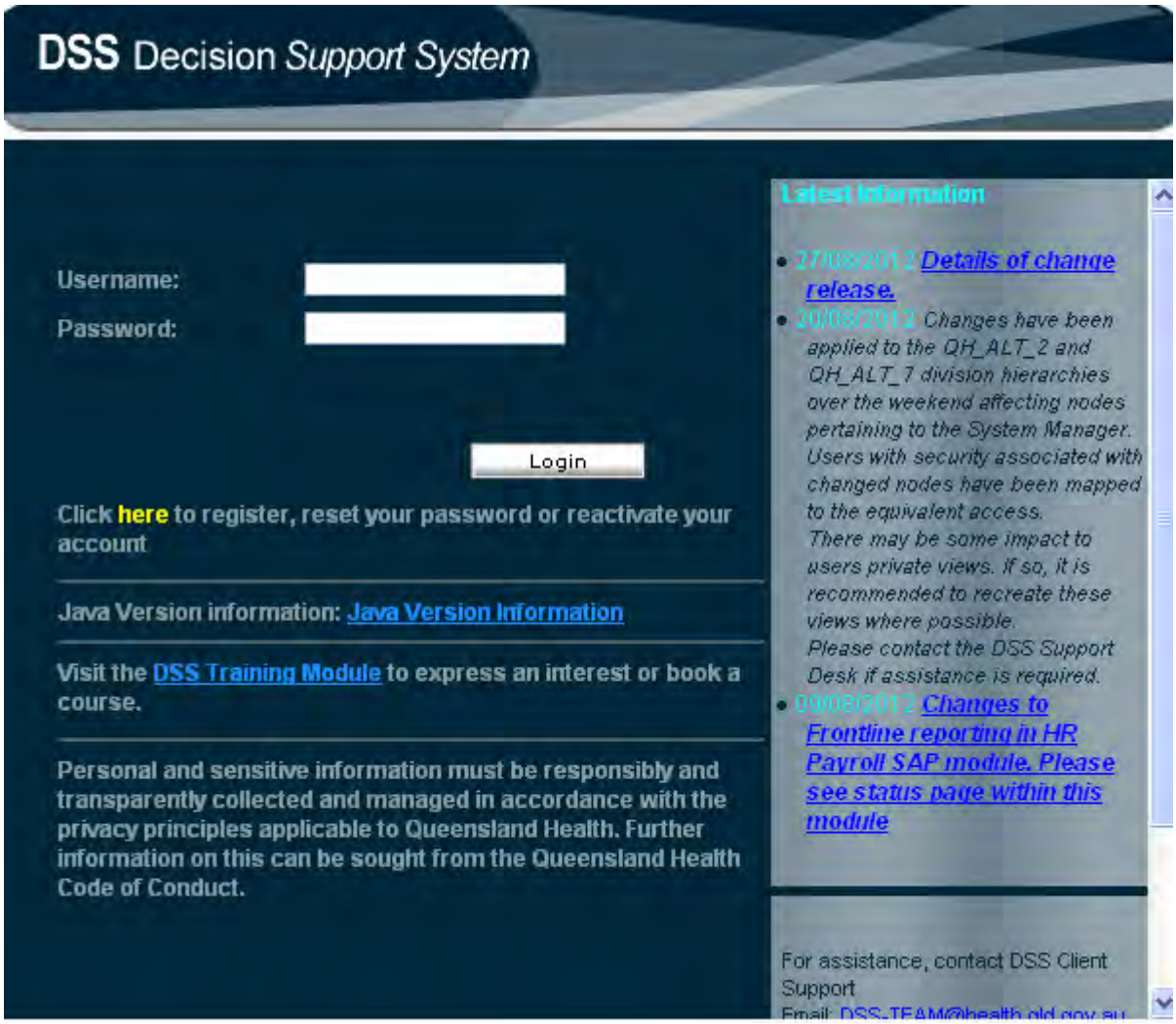
3.1 STATEMENT 1 – TOTAL EXPENDITURE

A cost element hierarchy called 'QH_FRAS' is available in Decision Support System (DSS) to assist Hospital and Health Services with extracting data for Statement 1 (if required). This hierarchy has been incorporated into the DSS FRAC Report which is situated in the Finance Dollars folder of the DSS Navigation Tree. Refer to Section 9 for information on 'QH_FRAS'.

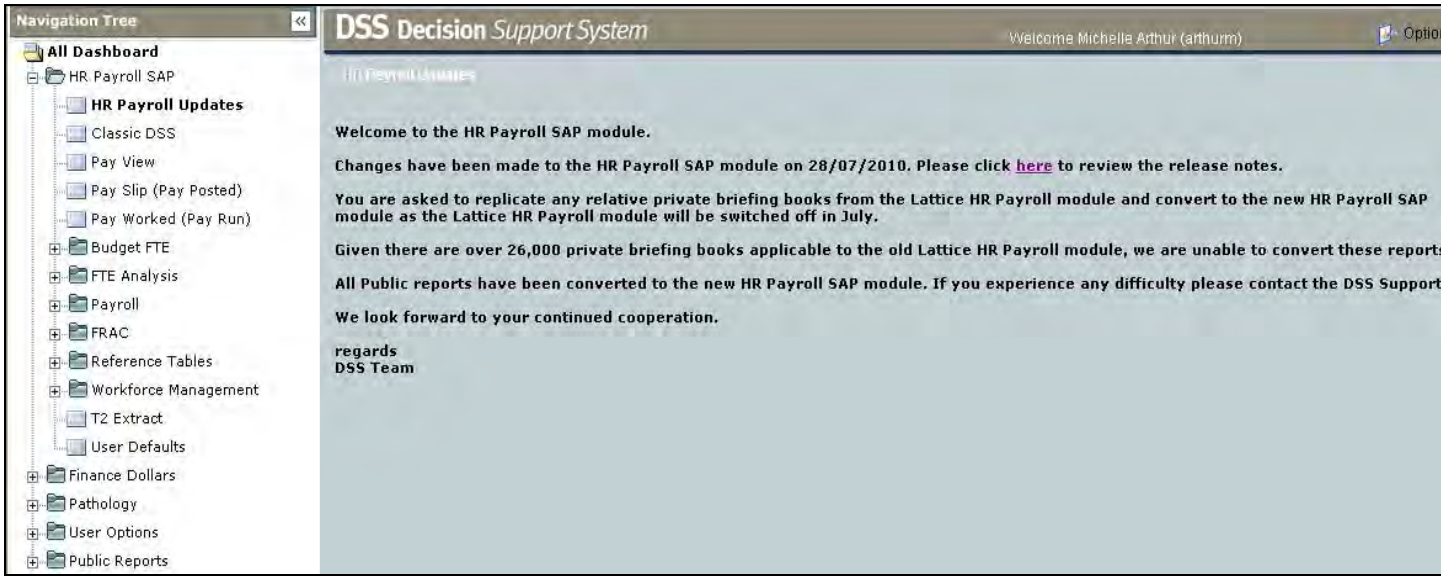
To extract the data for Statement 1 and Statement 3 (Refer to: Section 6.3 STATEMENT 3 – TOTAL REVENUE) using 'QH_FRAS', apply the following selections after logging into the DSS production account (refer Figure 1):

Figure (1)

1. Logon to DSS.



2. DSS Home Page displays.



DSS Helpful Hint # 1:

Prior to running any reports in DSS, it is important to ensure that your Global Preferences – Global Settings are set up as per the diagram below.

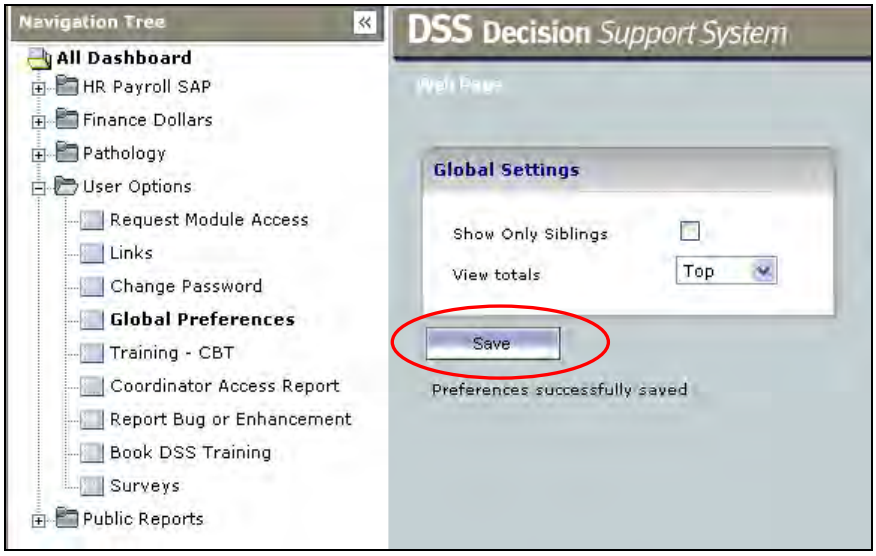
To check your default Global Preferences – Global Settings:

Select ‘User Options’.
Select ‘Global Preferences’.

From the diagram above you will notice the DSS User does not have any selections in their Global Preferences – Global Settings.

To adjust the Global Settings – View totals, select 'Top' from the drop down list.

Select 'Save'.

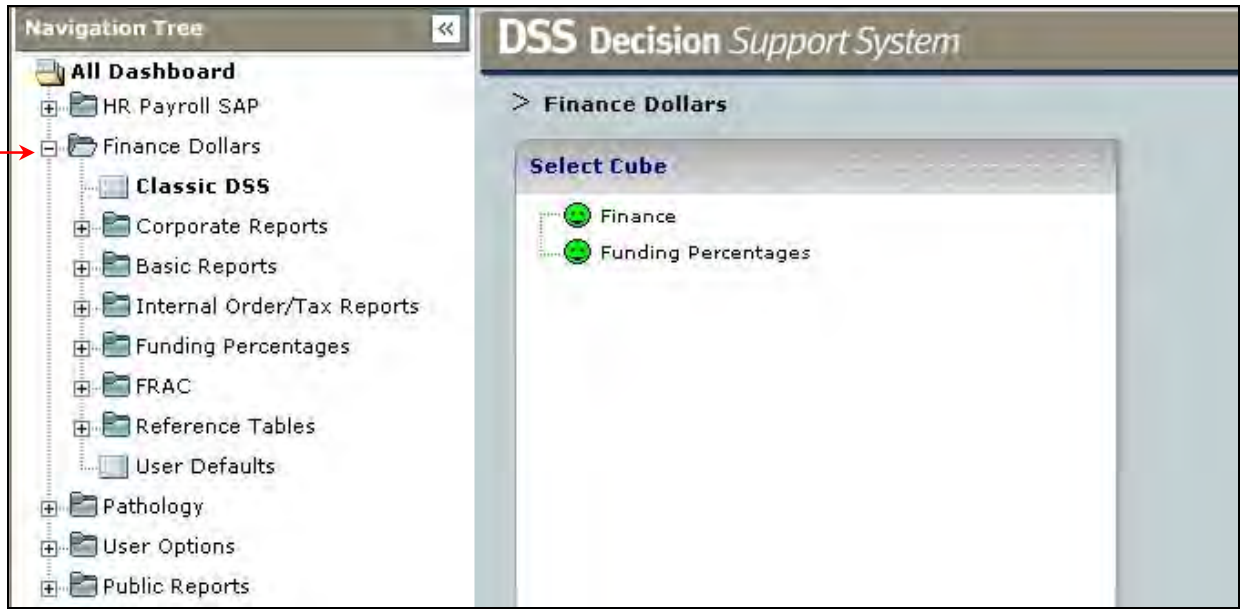


'Preferences successfully saved' message will display.

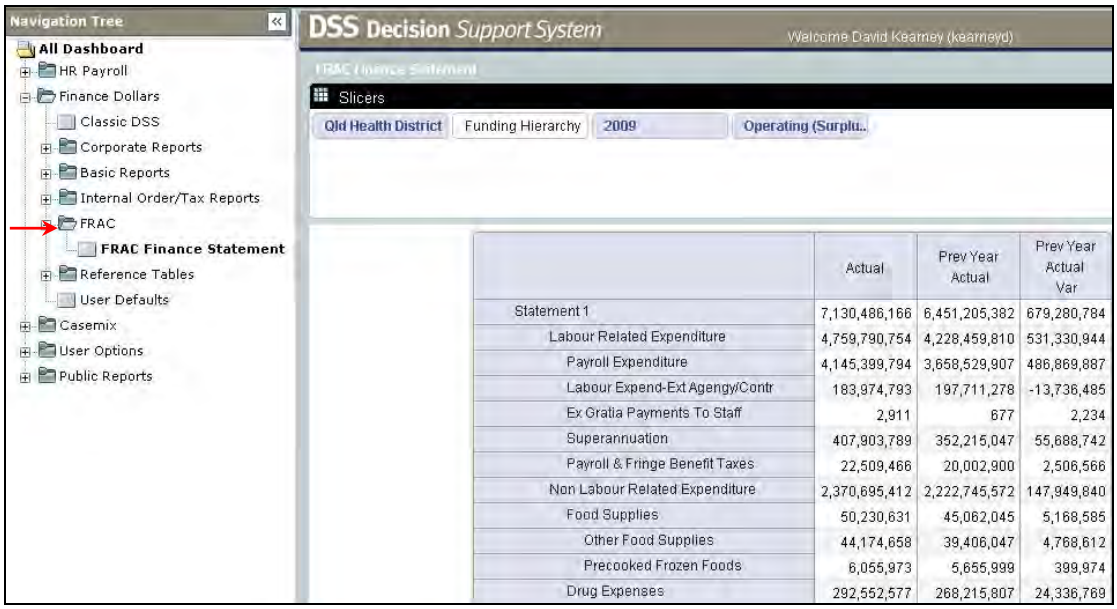
Figure (2)

1. 'QH_FRAS' (Refer Figure 2).

Click on Finance Dollars

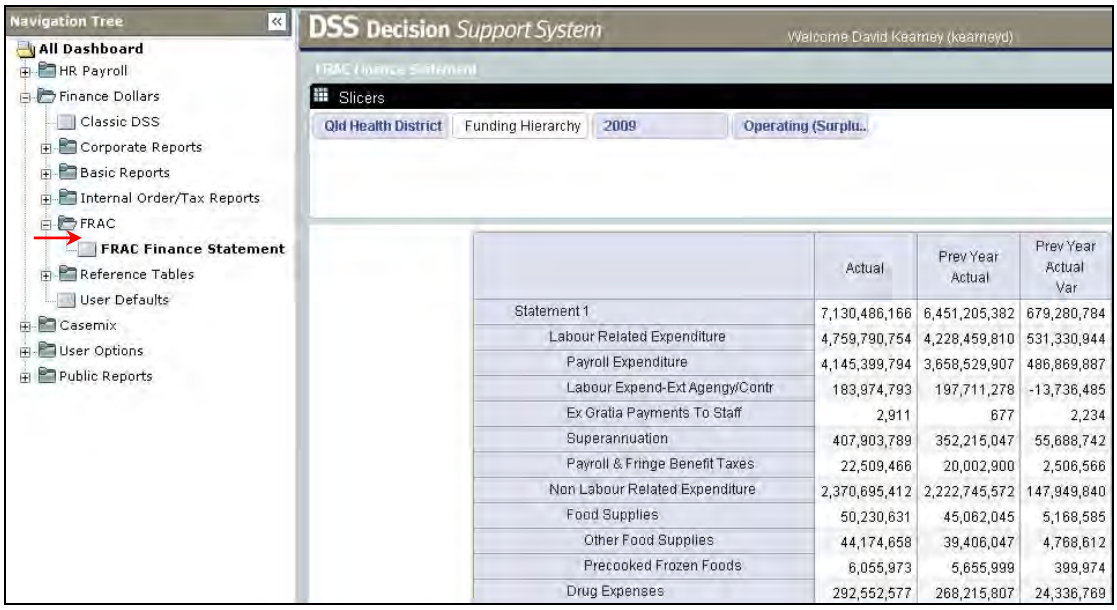


Click on FRAC



	Actual	Prev Year Actual	Prev Year Actual Var
Statement 1	7,130,486,166	6,451,205,382	679,280,784
Labour Related Expenditure	4,759,790,754	4,228,459,810	531,330,944
Payroll Expenditure	4,145,399,794	3,658,529,907	486,869,887
Labour Expend-Ext Agency/Contr	183,974,793	197,711,278	-13,736,485
Ex Gratia Payments To Staff	2,911	677	2,234
Superannuation	407,903,789	352,215,047	55,688,742
Payroll & Fringe Benefit Taxes	22,509,466	20,002,900	2,506,566
Non Labour Related Expenditure	2,370,695,412	2,222,745,572	147,949,840
Food Supplies	50,230,631	45,062,045	5,168,585
Other Food Supplies	44,174,658	39,406,047	4,768,612
Precooked Frozen Foods	6,055,973	5,655,999	399,974
Drug Expenses	292,552,577	268,215,807	24,336,769

Click on FRAC Finance Statement



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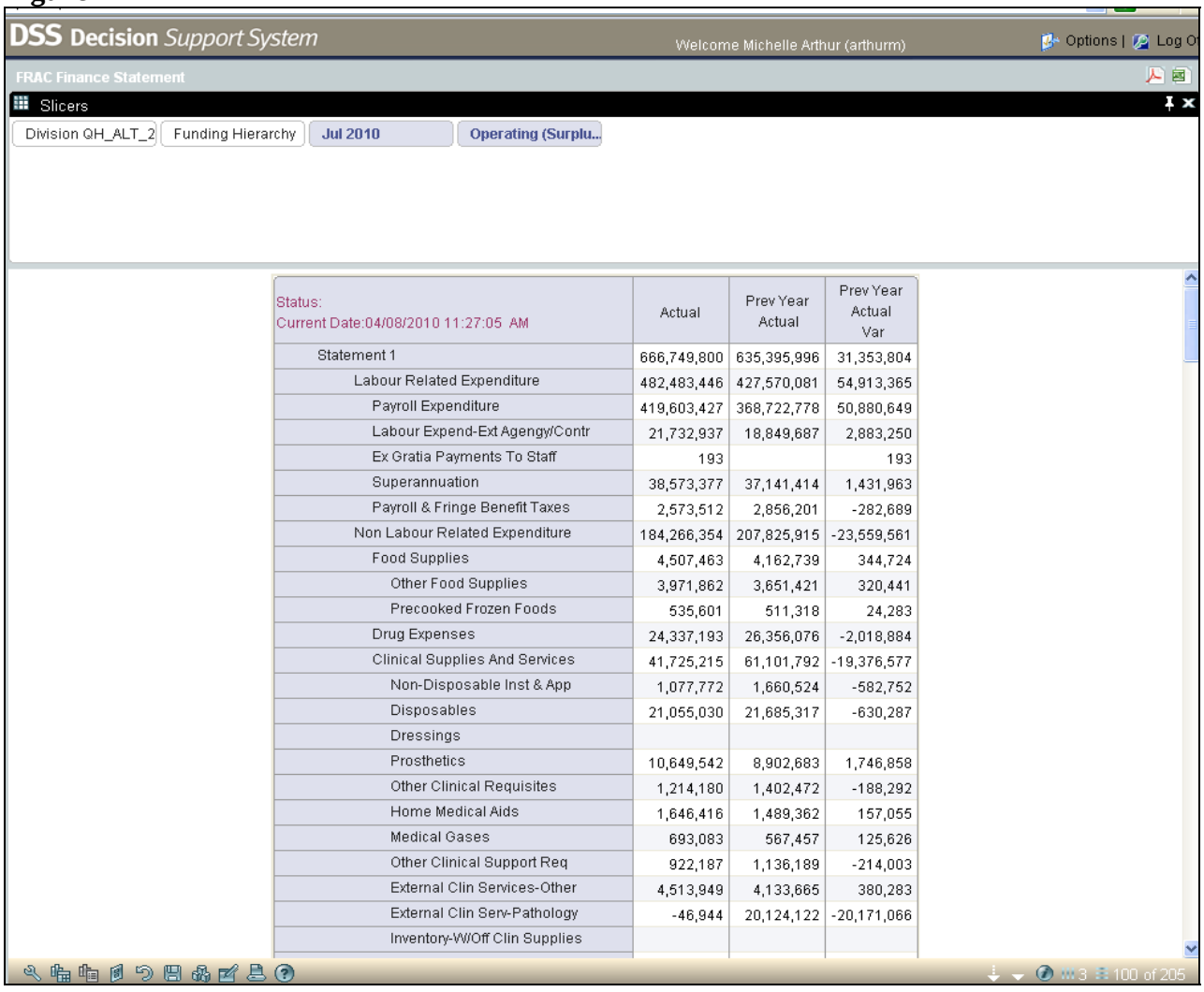
Food Supplies	50,230,631	45,062,045	5,168,585
Other Food Supplies	44,174,658	39,406,047	4,768,612
Precooked Frozen Foods	6,055,973	5,655,999	399,974
Drug Expenses	292,552,577	268,215,807	24,336,769

Select your Funding Hierarchy – Refer to DSS Helpful Hint # 1

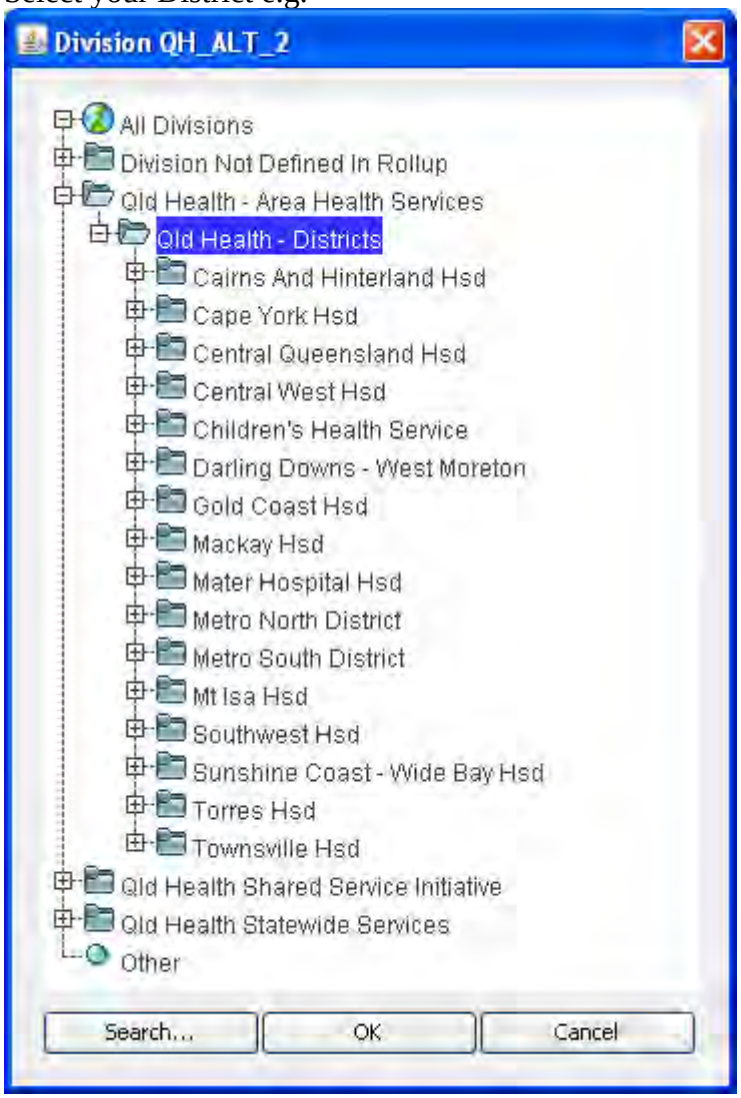
Figure 1

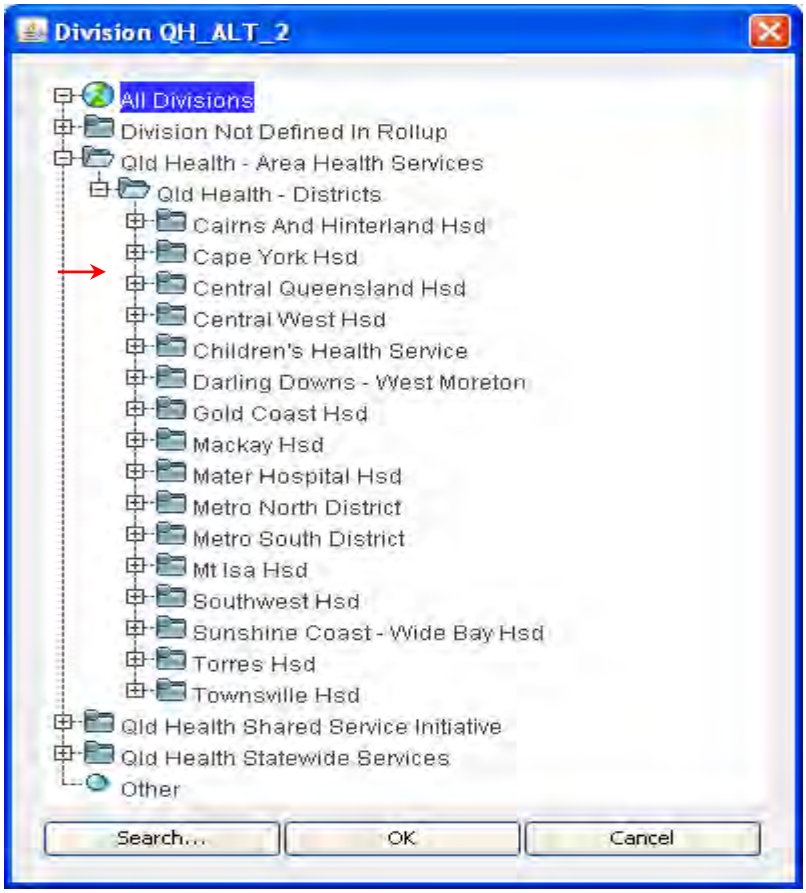


Status: Current Date:04/08/2010 11:27:05 AM	Actual	Prev Year Actual	Prev Year Actual Var
Statement 1	666,749,800	635,395,996	31,353,804
Labour Related Expenditure	482,483,446	427,570,081	54,913,365
Payroll Expenditure	419,603,427	368,722,778	50,880,649
Labour Expend-Ext Agengy/Contr	21,732,937	18,849,687	2,883,250
Ex Gratia Payments To Staff	193		193
Superannuation	38,573,377	37,141,414	1,431,963
Payroll & Fringe Benefit Taxes	2,573,512	2,856,201	-282,689
Non Labour Related Expenditure	184,266,354	207,825,915	-23,559,561
Food Supplies	4,507,463	4,162,739	344,724
Other Food Supplies	3,971,862	3,651,421	320,441
Precooked Frozen Foods	535,601	511,318	24,283
Drug Expenses	24,337,193	26,356,076	-2,018,884
Clinical Supplies And Services	41,725,215	61,101,792	-19,376,577
Non-Disposable Inst & App	1,077,772	1,660,524	-582,752
Disposables	21,055,030	21,685,317	-630,287
Dressings			
Prosthetics	10,649,542	8,902,683	1,746,858
Other Clinical Requisites	1,214,180	1,402,472	-188,292
Home Medical Aids	1,646,416	1,489,362	157,055
Medical Gases	693,083	567,457	125,626
Other Clinical Support Req	922,187	1,136,189	-214,003
External Clin Services-Other	4,513,949	4,133,665	380,283
External Clin Serv-Pathology	-46,944	20,124,122	-20,171,066
Inventory-W/Off Clin Supplies			

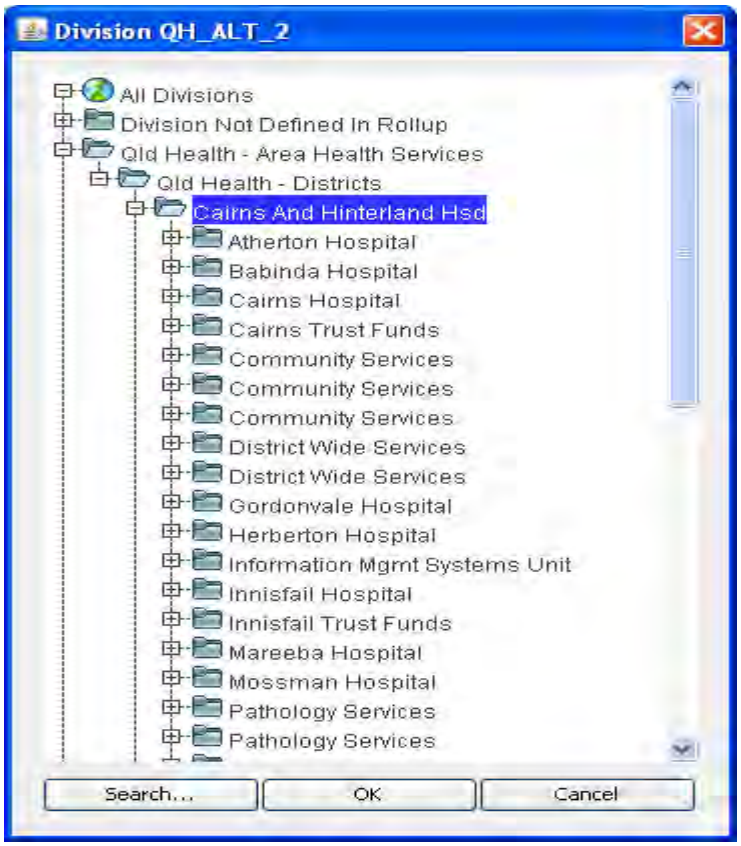
Double Click on Division QH_ALT_2 –

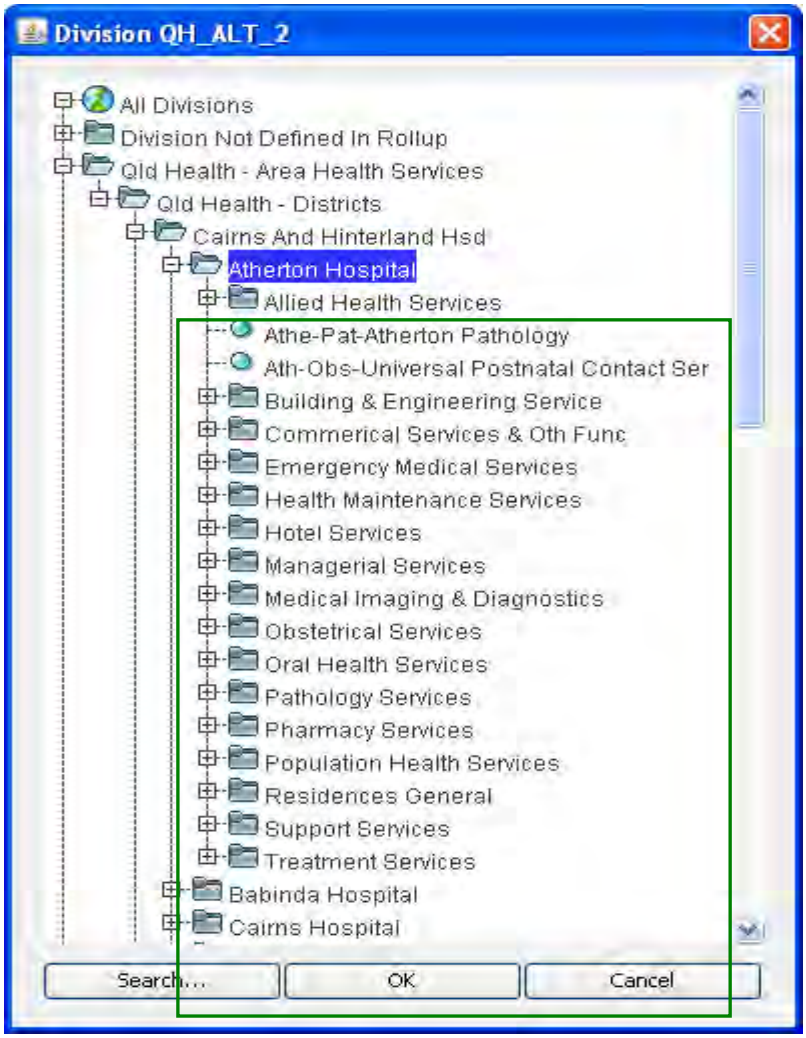
Select your District e.g.





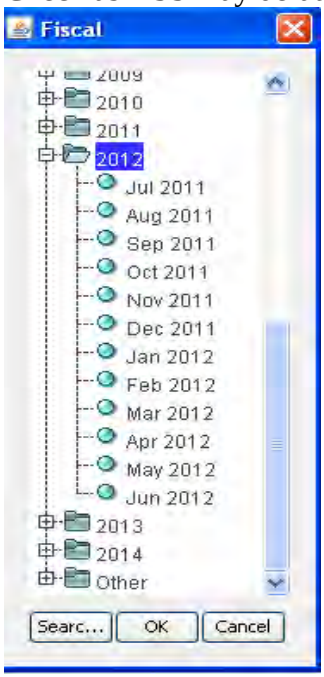
Select your Facility e.g.

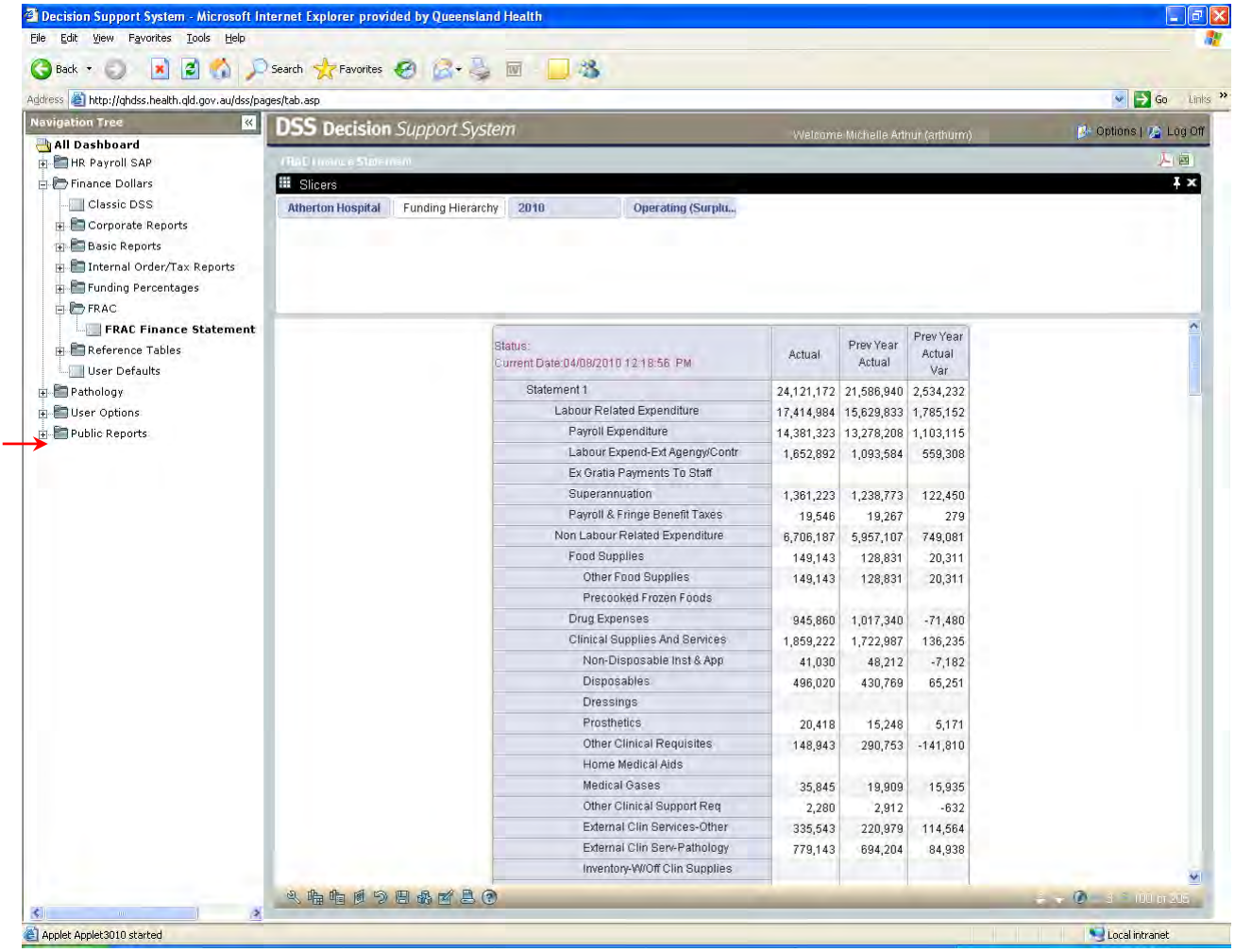




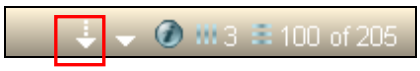
Ensure that the whole financial year is selected eg. 2012

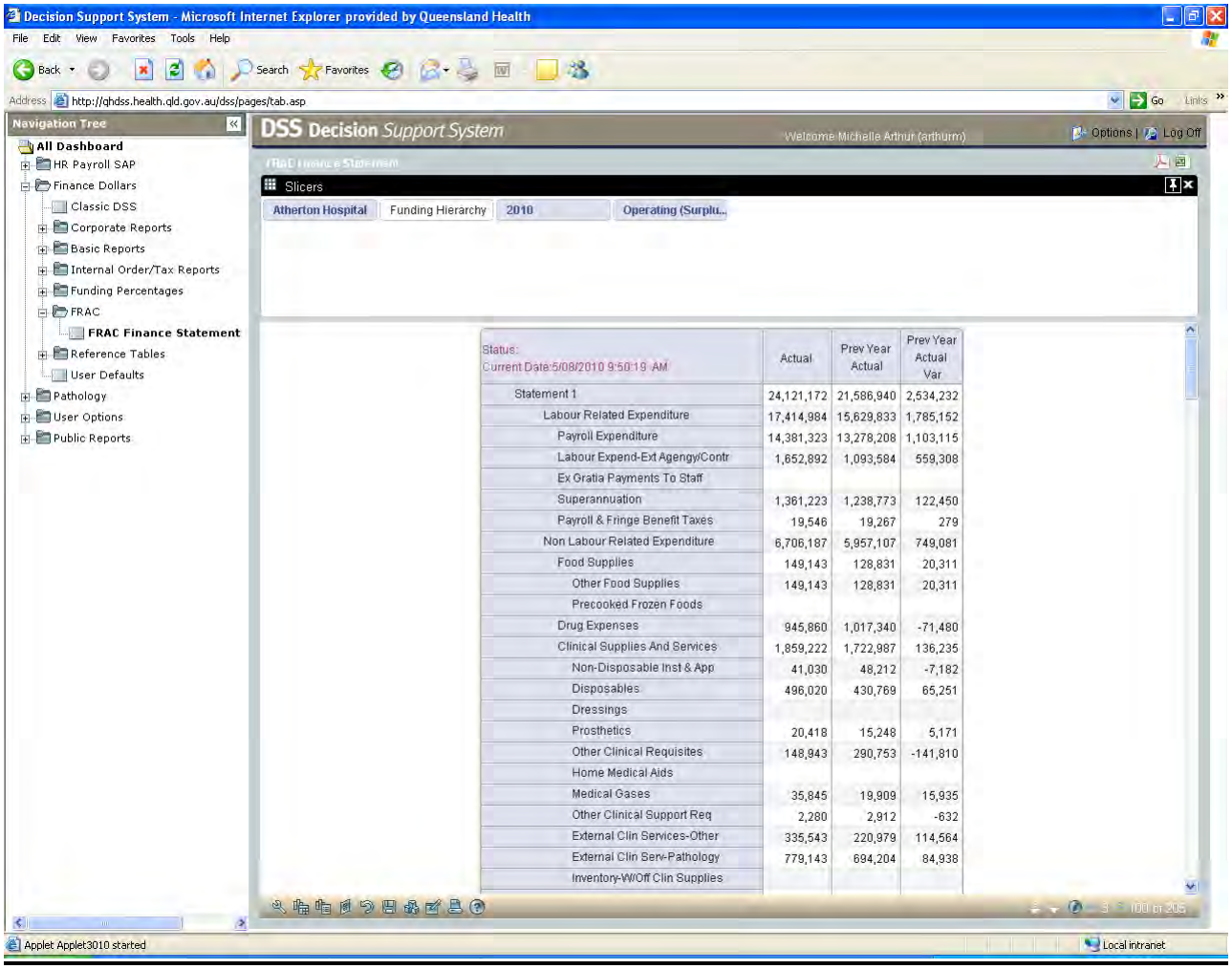
Check as DSS may default to the current period – if required change and click to year



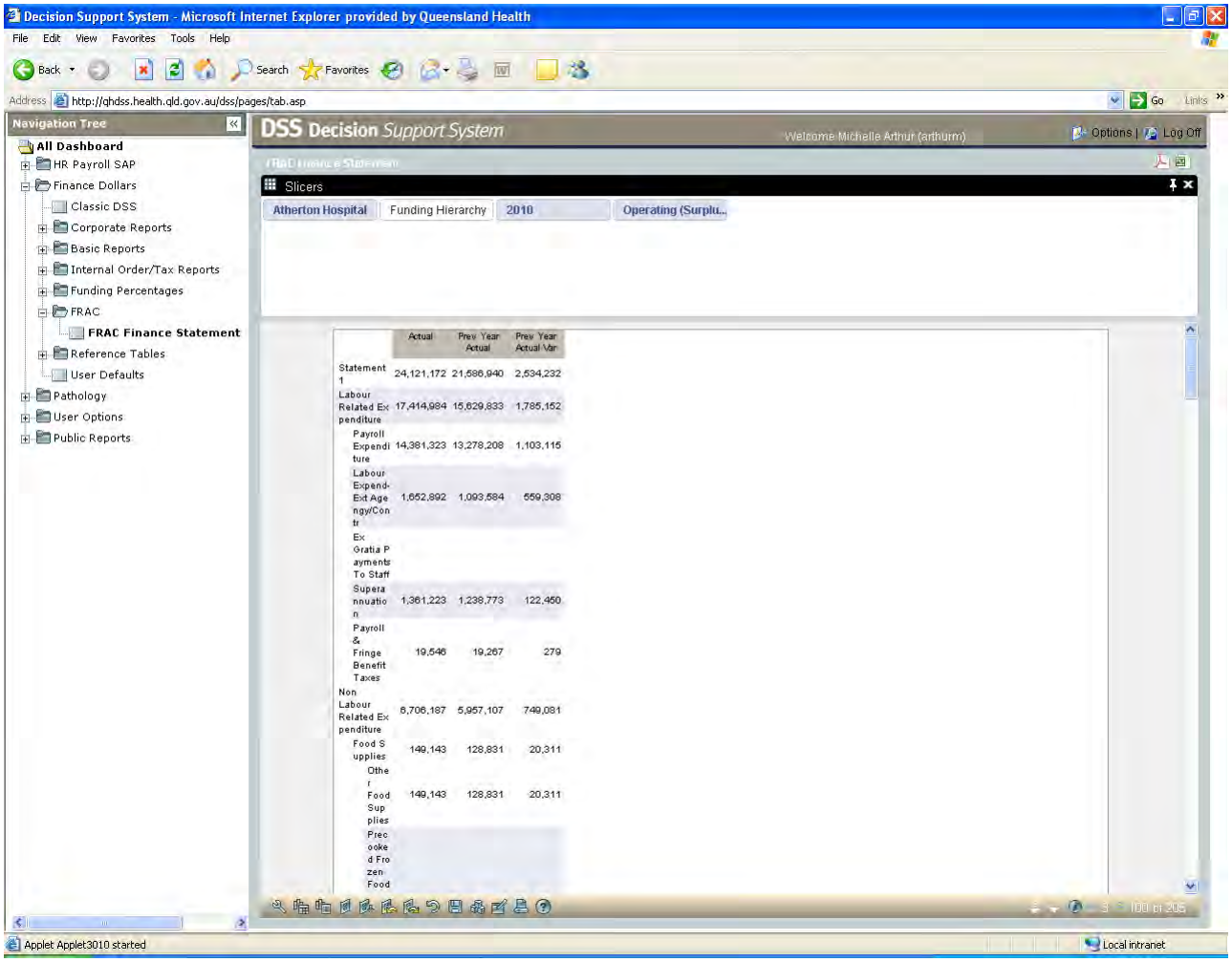


1. To scroll down further click on the ‘down arrow’ on the tool bar. To get the rest of the cross tab.

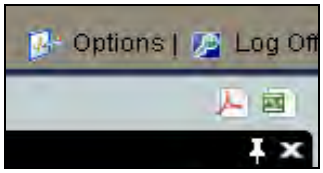


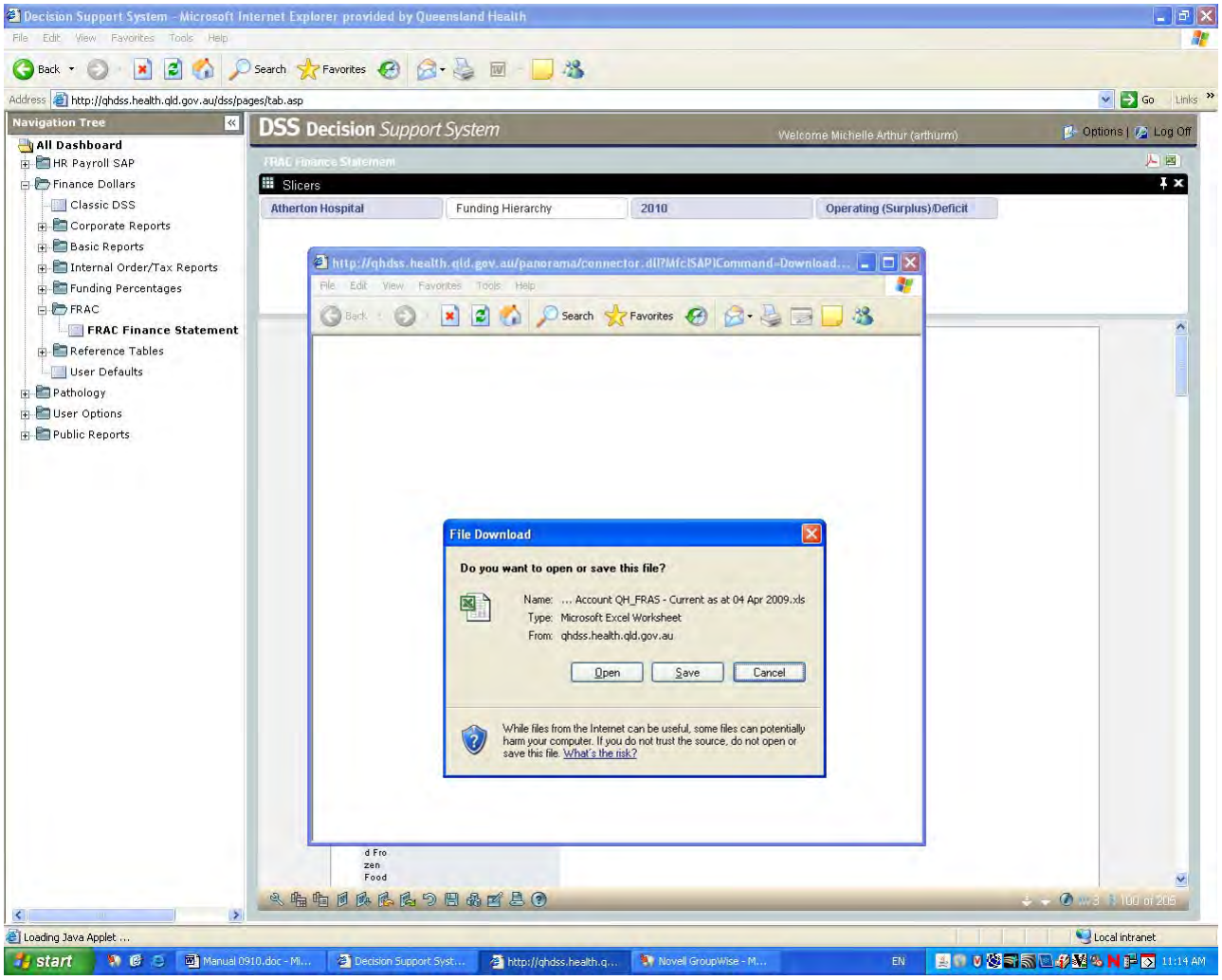


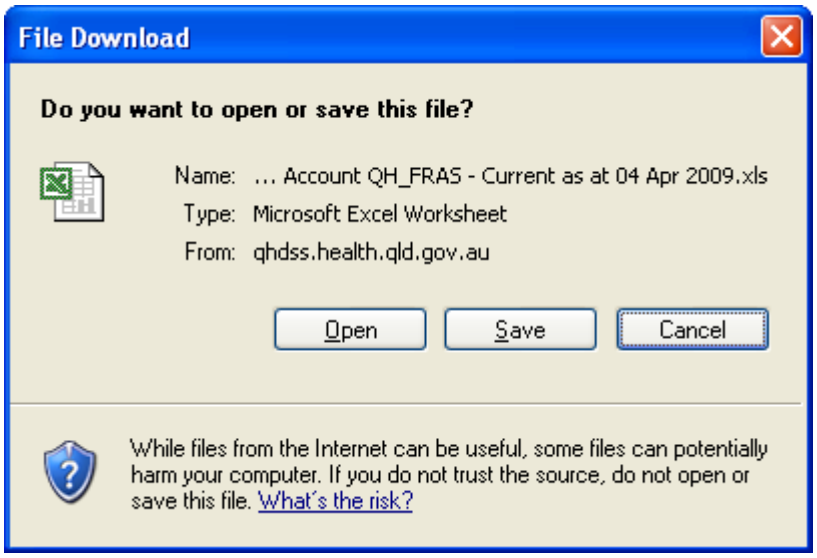
2. On the Tool Bar Click on Report Mode.



3. Click on the Excel Export button.

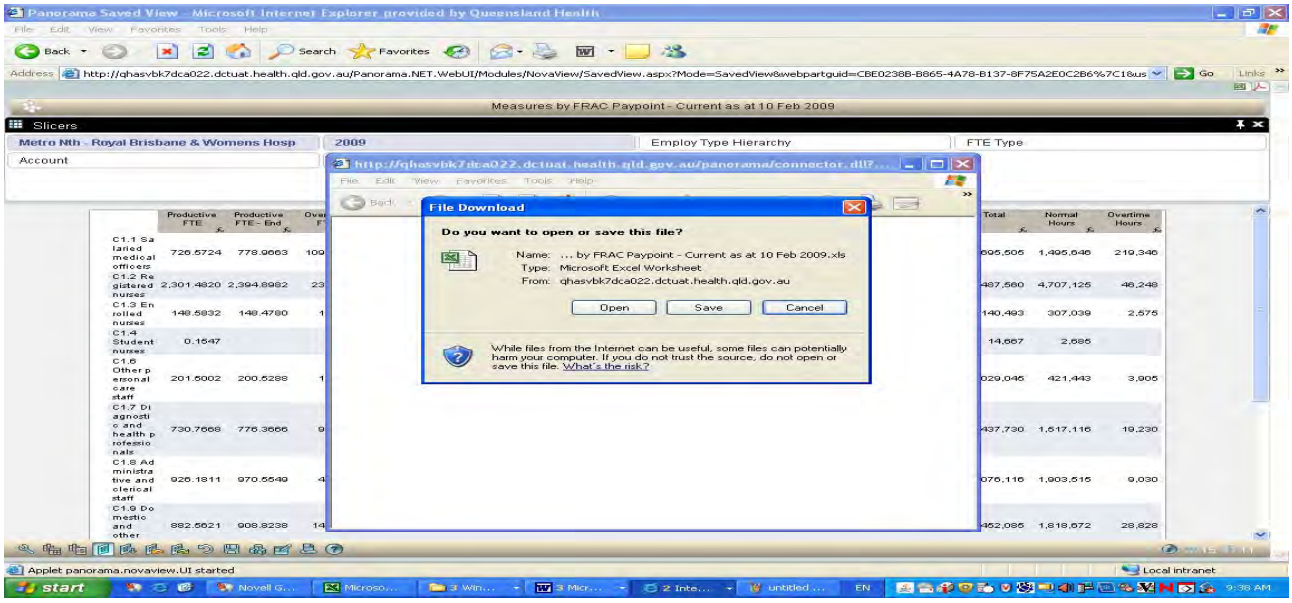






Select Open – To open file

4. This will open an Excel Spreadsheet and transfer your report.


Panorama Saved View - Microsoft Internet Explorer provided by Queensland Health
Measures by FRAC Paypoint - Current as at 10 Feb 2009
Slicers
Metro Nth - Royal Brisbane & Womens Hosp
2009
Employ Type Hierarchy
FTE Type
Account
File Download
Do you want to open or save this file?
Name: ... by FRAC Paypoint - Current as at 10 Feb 2009.xls
Type: Microsoft Excel Worksheet
From: qhasvbk7dca022.dctuat.health.qld.gov.au
Open
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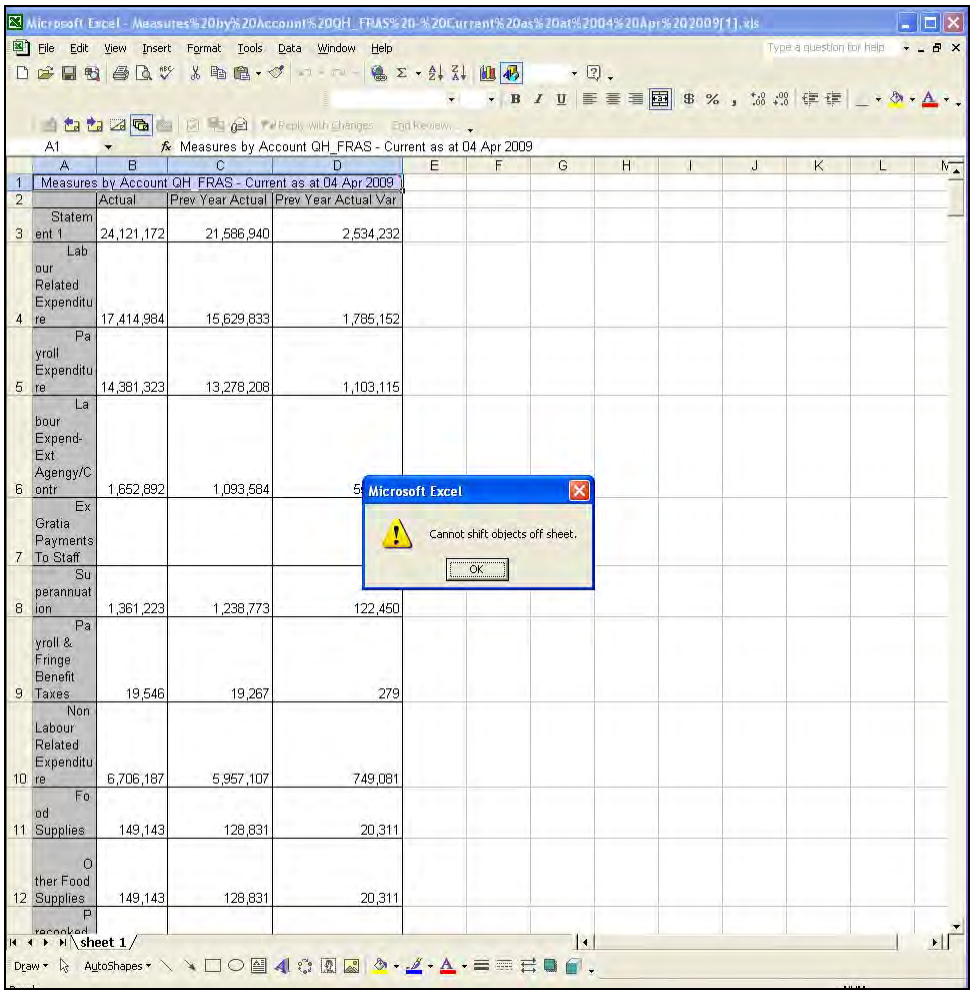
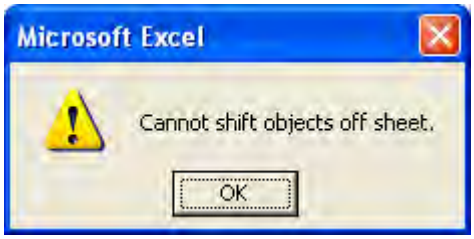
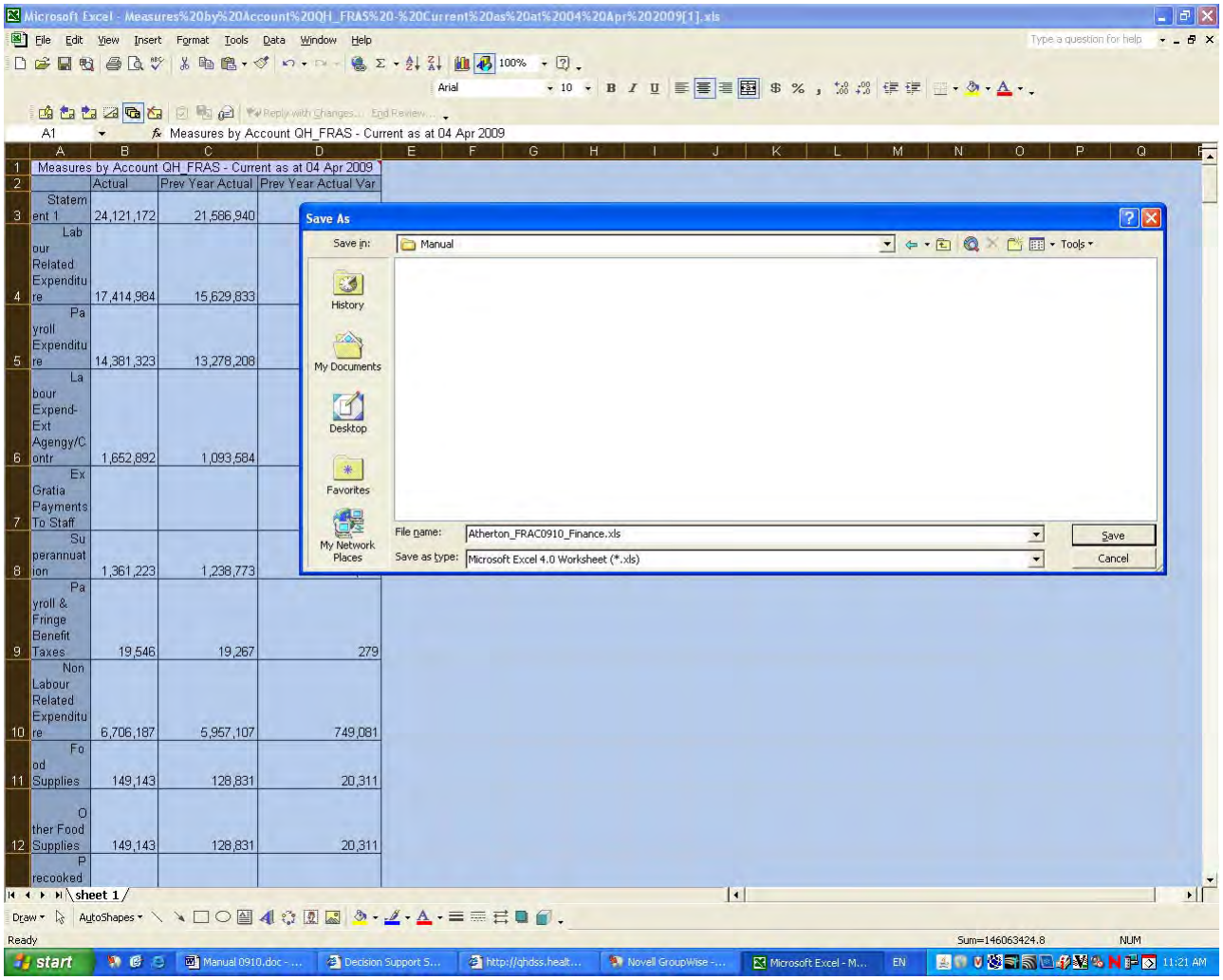
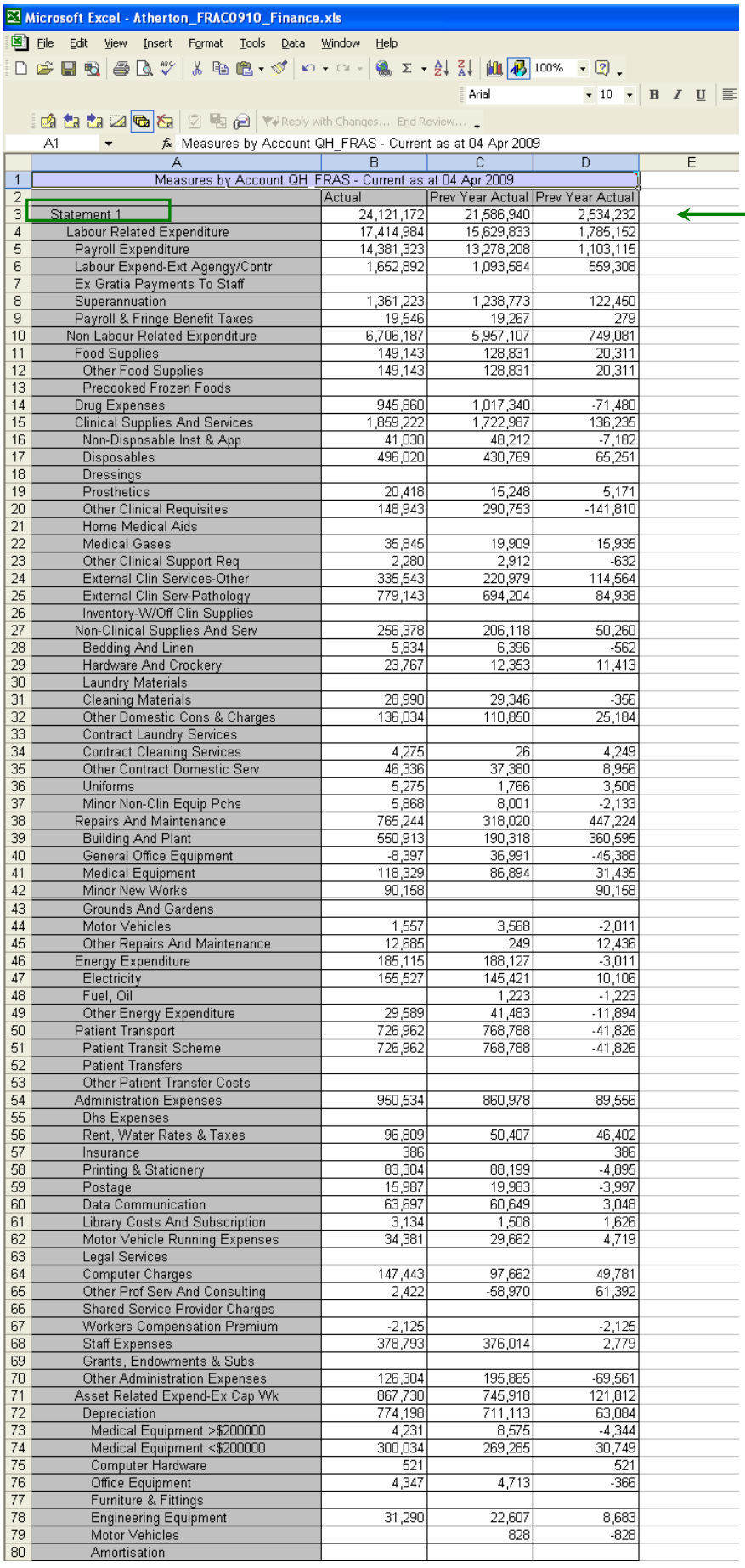
Cancel
While files from the Internet can be useful, some files can potentially harm your computer. If you do not trust the source, do not open or save this file. What's the risk?


Microsoft Excel - Measures%20by%20Account%20QH_FRAS%20-%20Current%20as%20at%2004%20Apr%202009[1].xls
A1
Measures by Account QH_FRAS - Current as at 04 Apr 2009
Measures by Account QH_FRAS - Current as at 04 Apr 2009
Actual
Prev Year Actual
Prev Year Actual Var
Statement 1 24,121,172 21,586,940 2,534,232
Labour Related Expenditure 17,414,984 15,629,833 1,785,152
Payroll Expenditure 14,381,323 13,278,208 1,103,115
Labour Expend-Ext Agengy/Contr 1,652,892 1,093,584
Ex Gratia Payments To Staff
Superannuation 1,361,223 1,238,773 122,450
Payroll & Fringe Benefit Taxes 19,546 19,267 279
Non Labour Related Expenditure 6,706,187 5,957,107 749,081
Food Supplies 149,143 128,831 20,311
Other Food Supplies 149,143 128,831 20,311
Microsoft Excel
Cannot shift objects off sheet.
OK
sheet 1





5. Further analysis and necessary adjustments can be undertaken before transferring these figures to the FRAC statements.



Microsoft Excel - Atherton_FRAC0910_Finance.xls

File Edit View Insert Format Tools Data Window Help

A1 Measures by Account QH_FRAS - Current as at 04 Apr 2009

	A	B	C	D	E
1	Measures by Account QH_FRAS - Current as at 04 Apr 2009				
2		Actual	Prev Year Actual	Prev Year Actual	
3	Statement 1	24,121,172	21,586,940	2,534,232	
4	Labour Related Expenditure	17,414,984	15,629,833	1,785,152	
5	Payroll Expenditure	14,381,323	13,278,208	1,103,115	
6	Labour Expend-Ext Agency/Contr	1,652,892	1,093,584	559,308	
7	Ex Gratia Payments To Staff				
8	Superannuation	1,361,223	1,238,773	122,450	
9	Payroll & Fringe Benefit Taxes	19,546	19,267	279	
10	Non Labour Related Expenditure	6,706,187	5,957,107	749,081	
11	Food Supplies	149,143	128,831	20,311	
12	Other Food Supplies	149,143	128,831	20,311	
13	Precooked Frozen Foods				
14	Drug Expenses	945,860	1,017,340	-71,480	
15	Clinical Supplies And Services	1,859,222	1,722,987	136,235	
16	Non-Disposable Inst & App	41,030	48,212	-7,182	
17	Disposables	496,020	430,769	65,251	
18	Dressings				
19	Prosthetics	20,418	15,248	5,171	
20	Other Clinical Requisites	148,943	290,753	-141,810	
21	Home Medical Aids				
22	Medical Gases	35,845	19,909	15,935	
23	Other Clinical Support Req	2,280	2,912	-632	
24	External Clin Services-Other	335,543	220,979	114,564	
25	External Clin Serv-Pathology	779,143	694,204	84,938	
26	Inventory-W/Off Clin Supplies				
27	Non-Clinical Supplies And Serv	256,378	206,118	50,260	
28	Bedding And Linen	5,834	6,396	-562	
29	Hardware And Crockery	23,767	12,353	11,413	
30	Laundry Materials				
31	Cleaning Materials	28,990	29,346	-356	
32	Other Domestic Cons & Charges	136,034	110,850	25,184	
33	Contract Laundry Services				
34	Contract Cleaning Services	4,275	26	4,249	
35	Other Contract Domestic Serv	46,336	37,380	8,956	
36	Uniforms	5,275	1,766	3,508	
37	Minor Non-Clin Equip Pchs	5,868	8,001	-2,133	
38	Repairs And Maintenance	765,244	318,020	447,224	
39	Building And Plant	550,913	190,318	360,595	
40	General Office Equipment	-8,397	36,991	-45,388	
41	Medical Equipment	118,329	86,894	31,435	
42	Minor New Works	90,158		90,158	
43	Grounds And Gardens				
44	Motor Vehicles	1,557	3,568	-2,011	
45	Other Repairs And Maintenance	12,685	249	12,436	
46	Energy Expenditure	185,115	188,127	-3,011	
47	Electricity	155,527	145,421	10,106	
48	Fuel, Oil		1,223	-1,223	
49	Other Energy Expenditure	29,589	41,483	-11,894	
50	Patient Transport	726,962	768,788	-41,826	
51	Patient Transit Scheme	726,962	768,788	-41,826	
52	Patient Transfers				
53	Other Patient Transfer Costs				
54	Administration Expenses	950,534	860,978	89,556	
55	Dhs Expenses				
56	Rent, Water Rates & Taxes	96,809	50,407	46,402	
57	Insurance	386		386	
58	Printing & Stationery	83,304	88,199	-4,895	
59	Postage	15,987	19,983	-3,997	
60	Data Communication	63,697	60,649	3,048	
61	Library Costs And Subscription	3,134	1,508	1,626	
62	Motor Vehicle Running Expenses	34,381	29,662	4,719	
63	Legal Services				
64	Computer Charges	147,443	97,662	49,781	
65	Other Prof Serv And Consulting	2,422	-58,970	61,392	
66	Shared Service Provider Charges				
67	Workers Compensation Premium	-2,125		-2,125	
68	Staff Expenses	378,793	376,014	2,779	
69	Grants, Endowments & Subs				
70	Other Administration Expenses	126,304	195,865	-69,561	
71	Asset Related Expend-Ex Cap Wk	867,730	745,918	121,812	
72	Depreciation	774,198	711,113	63,084	
73	Medical Equipment >$200000	4,231	8,575	-4,344	
74	Medical Equipment <$200000	300,034	269,285	30,749	
75	Computer Hardware	521		521	
76	Office Equipment	4,347	4,713	-366	
77	Furniture & Fittings				
78	Engineering Equipment	31,290	22,607	8,683	
79	Motor Vehicles		828	-828	
80	Amortisation				

Statement 1 - Expenditure

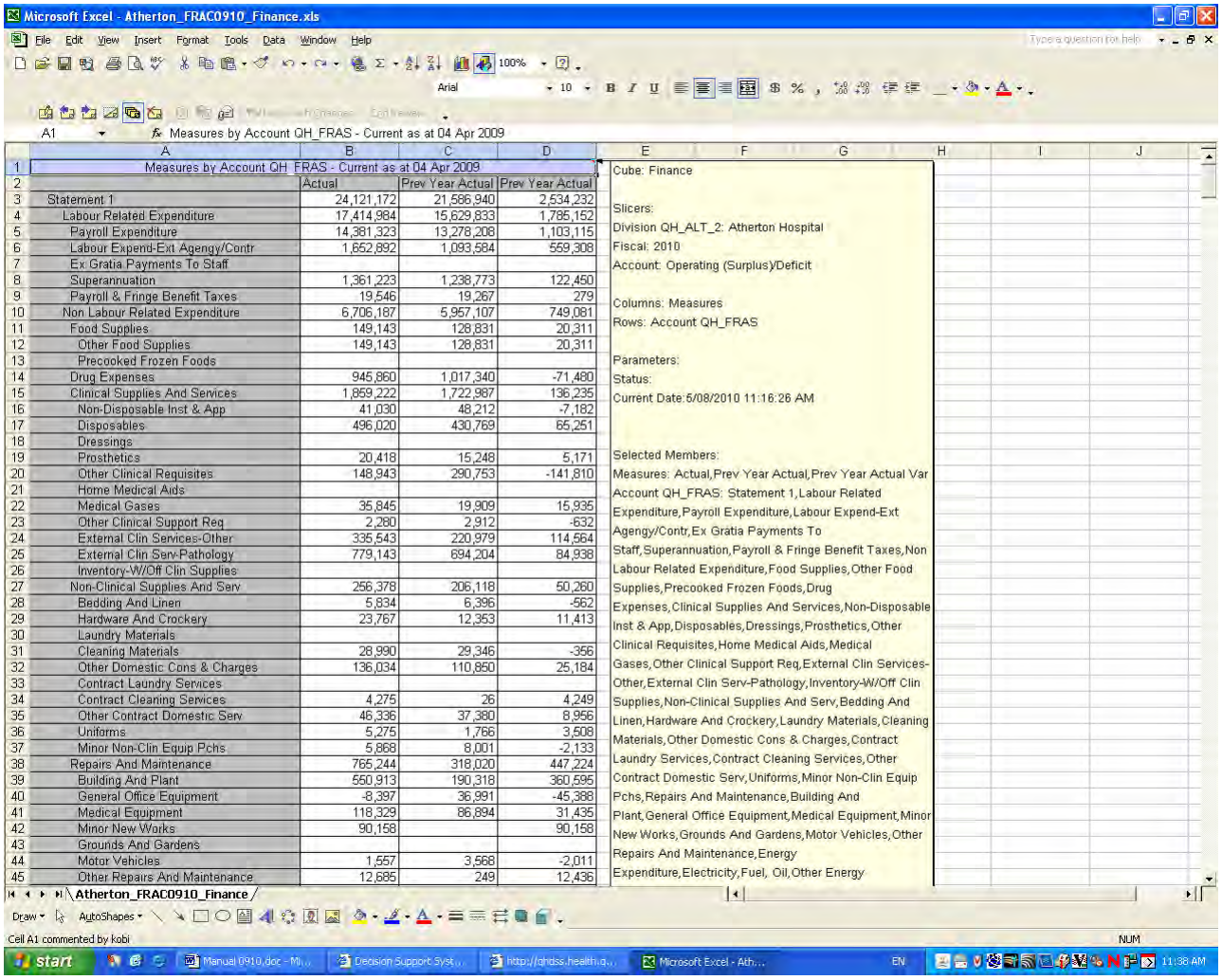
81	Land Improvement On Site	24,311	24,321	-10
82	Buildings	409,464	380,785	28,679
83	Artworks & Books			
84	Depreciation-Leasehold Improve			
85	Loss Retire/Reval Decrem/Surpl	93,532	34,805	58,727
86	Medical Equipment >$200000		5,326	-5,326
87	Medical Equipment <$200000	80,874	24,617	56,257
88	Computer Hardware			
89	Office Equipment			
90	Furniture & Fittings			
91	Engineering Equipment			
92	Motor Vehicles			
93	Land Improvement To Site			
94	Land Improvement On Site			
95	Land			
96	Buildings			
97	Artworks & Books			
98	Computer Software			
99	Portable & Attractive-General	12,658	4,862	7,796
100	Loss-Inventory Price Variances			
101	Loss-Other			
102	Inventory Write Off			
103	Finance Lease			
104	Capital Works Codes			
105	Statement 3	-1,596,443	-1,531,324	-65,120
106	Patient Payments	-1,175,742	-1,148,456	-27,286
107	Accommodation Charges	-731,202	-803,273	72,071
108	Private Single	-35,443	-15,241	-20,202
109	Private Shared	-392,668	-499,929	107,261
110	Private & Shared Day - Band 1	-67,071	-68,329	1,258
111	Private & Shared Day - Band 2	-16,914	-22,139	5,225
112	Private & Shared Day - Band 3	-57,910	-54,205	-3,705
113	Private & Shared Day - Band 4	-4,209	-1,004	-3,205
114	Other Inpatient Bed Charges			
115	Private & Shared Nursing Home	-17,256	-60,344	43,088
116	Public Nursing Home Type	-52,931	-72,662	19,731
117	Workcover Qld	-6,748	-12,305	5,557
118	Workcover Other	-5,496	6,791	-12,286
119	Third Party	-1,940	-1,680	-260
120	Ineligible - Admitted	-68,378	-2,229	-66,149
121	Veterans Affairs Inpat Fees	-4,241		-4,241
122	Non-Admitted Patient Charges	-26,905	-11,741	-15,164
123	Wcbq - Non-Admitted Patients	54	-94	148
124	Workers Compensation - Other		-55	55
125	Ineligible - Non Admitted	-26,959	-11,592	-15,367
126	Other Patient Related Revenue	-417,635	-333,442	-84,194
127	Revenue Retention Proportion Return To T			
128	Pharmaceuticals	-36,089	-39,203	3,114
129	Cwealth Nurs Home Basic Care			
130	Cwealth Nurs Home Extens Care			
131	Nursing Home Pat Accom Fees			
132	Nursing Home Payments			
133	Ambulance Transportation Fees			
134	Patient Transit Scheme Charges			
135	Prosthesis	-14,752	-13,867	-885
136	Q-Comp Admitted Patient Fees			
137	Hospital Fees - Interstate Payments			
138	Pharmaceutical Benefit Scheme Reimb	-366,794	-280,372	-86,422
139	Other Receipts	-423,636	-382,978	-40,658
140	Facility Charges	-10,170	17,812	-27,981
141	Right Of Private Practice	-313,747	-218,312	-95,436
142	Board & Lodging - Staff	-1,165		-1,165
143	Meals - Staff			
144	Medical Reports	-1,163	-827	-335
145	Other Revenue	-97,391	-181,650	84,259
146	Asset Related Revenue	2,935	110	2,825
147	Gains On Disposal Of Assets			
148	Medical Equipment >$200000			
149	Medical Equipment <$200000			
150	Computer Hardware & Software			
151	Office Equipment			
152	Furniture & Fittings			
153	Engineering Equipment			
154	Motor Vehicles			
155	Land Improvement On Site			
156	Land			
157	Buildings			
158	Proceeds Clearing Accounts	2,935	110	2,825
159	Medical Equipment >$200000			
160	Medical Equipment <$200000	2,935	110	2,825
161	Computer Hardware & Software			

Statement 3 - Revenue

162	Office Equipment			
163	Furniture & Fittings			
164	Engineering Equipment			
165	Motor Vehicles			
166	Land Improvement On Site			
167	Land			
168	Buildings			
169	Portable & Attractive-General			
170	Portable & Attrative-Computer			
171	Gain On Disposal P&A General			
172	Gain On Disposal P&A Computer			
173	Finance Lease			
174	Gains-Other			
175	Not Assigned	1,139	-22,781	23,920
176	Qtc Administration Fees			
177	Intradept-Shared District Services	1,139	-22,620	23,759
178	Inst-Hospital Fees Instate Payment Nt			
179	Intermittent Care - Fees			
180	Fees-Disposal Of Property			
181	Inve-Writeoff Engineering			
182	Stores Purch			
183	Interest-Finance Leases			
184	Qtc Market Value Adjustment			
185	Suspnc-General			
186	Suspnc-Qld Credit Card Purchase Holding			
187	Corporate Card Suspense		-161	161
188	Suspnc-Rannip Nurses Prof Dvlpmnt Claim			
189	Suspense Prime Vendor Clearing(Invoices)			
190	Suspnc-Travel Manager Suspense			
191	Suspnc-Unpresented Cheque Clearing			
192	Paysus-Net Pay Suspense			
193	Paysus-Payroll Suspense			
194	Paysus-Deduction Suspense			
195	Paysus-Lattice Interface Offset			
196	Paysus-Lattice Uncosted Pays			
197	Paysus-Caspay Interface Offset			
198	Xman Suspense			
199	Control-Business Area Clearing			
200	Invsus-Stores Purchases			
201	Invsus-Issues Expense			
202	Bnksus-Clearing Debit Balance			
203	Allocation Of Corporate Services			
204	Ssp-Revenue Linen Services			
205	Ssp-Linen Service Charges			
206	Suspnc-Journal General			
207	Paysus-Lattice Interface Offset			
208				

Not Assigned

Note: ensure that the correct fiscal period has been selected.



Note: Reports run in DSS will be reported using the default hierarchy attached to your username.

DSS Helpful Hint # 1:

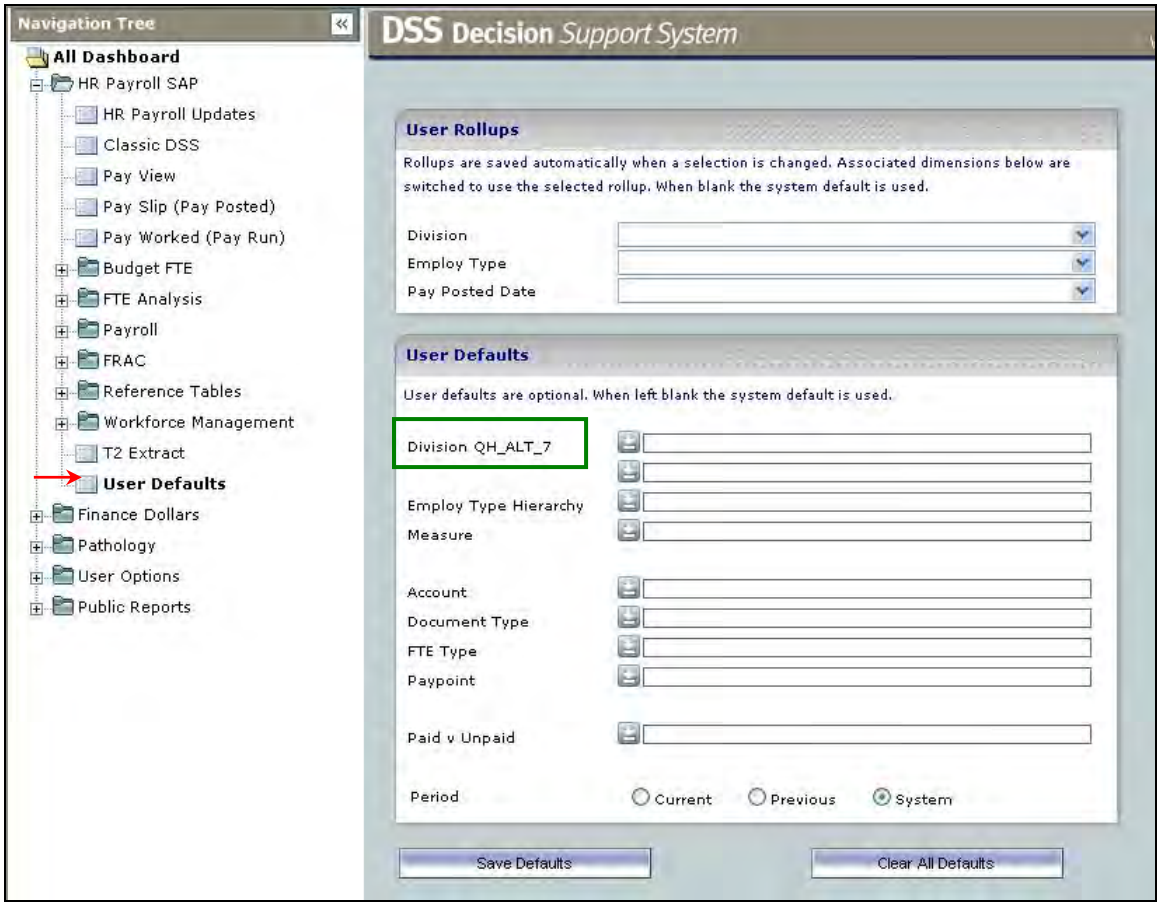
In DSS hierarchy structures are available. They are Division QH_2011, Division QH_ALT_2 and Division QH_ALT_7.

For any reports that are executed in DSS will default to the hierarchy structure that is linked to your user name.

To change your default hierarchy:

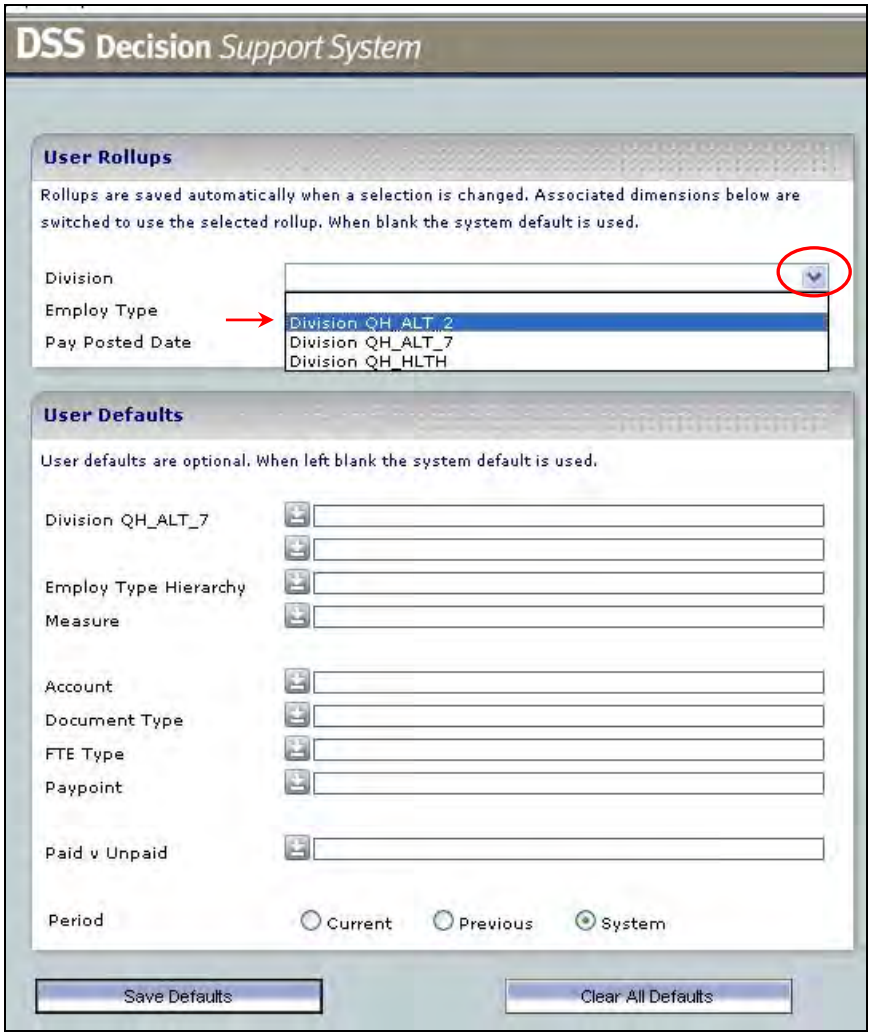
Select User Defaults from the dashboard. The example below shows the User Defaults for the logged in DSS User is set as 'Division QH_ALT_7'.

> **Note:** HR Payroll SAP – User Defaults is being used for the example below. As this does not update each section of the dashboard, you will also be required to update your User Defaults for 'Finance Dollars' as well.



To change the default, select down arrow for Division in the 'User Rollups' section.

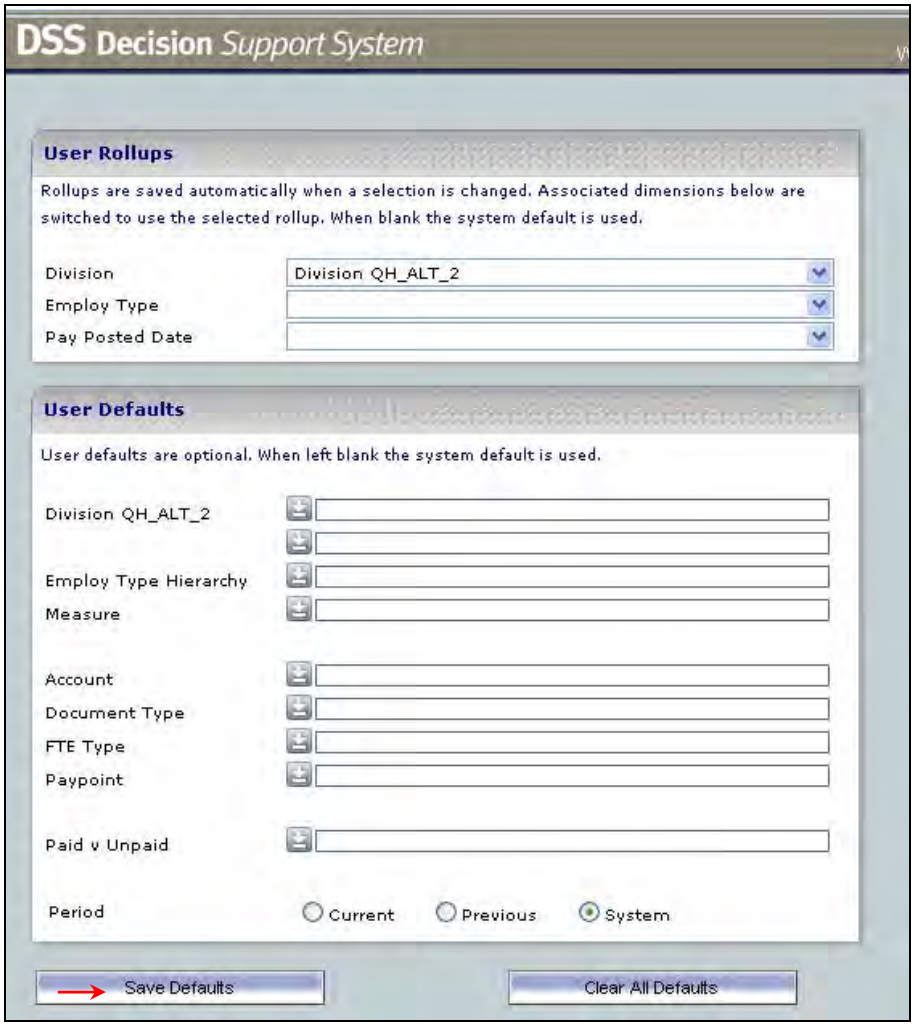
Select QH_ALT_2 from the drop down list.

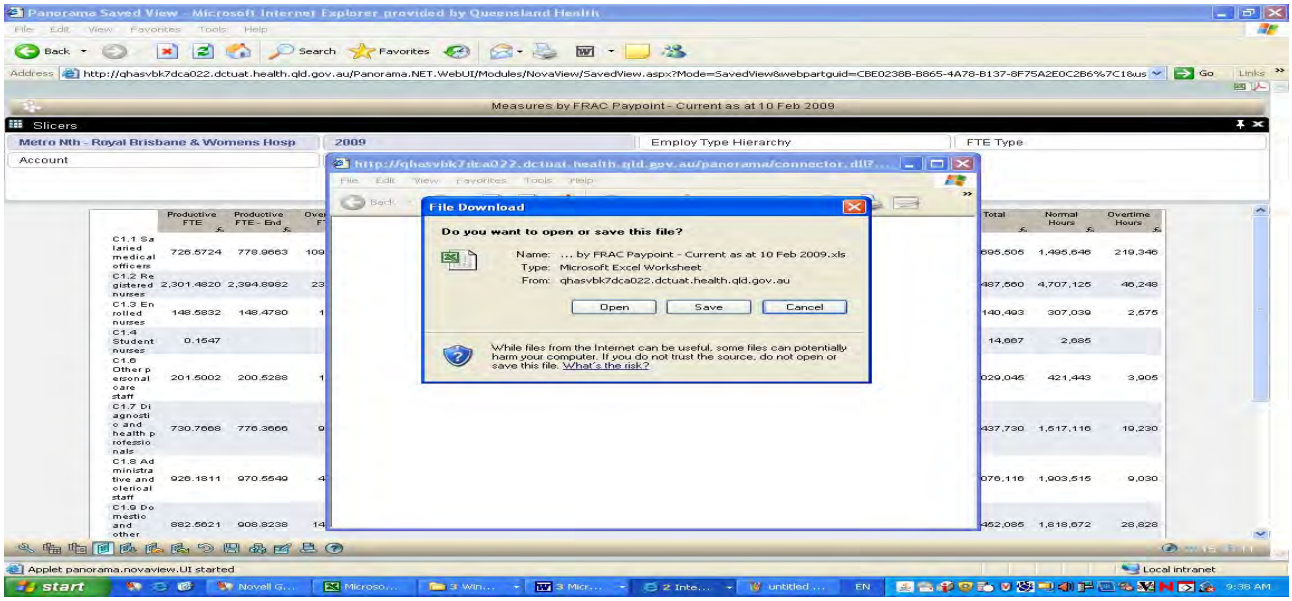


'Loading …. Please Wait' status bar will appear until the Division is updated with the selected item.

Save Defaults.

User Defaults will now display with Division QH_ALT_2.


DSS Decision Support System
User Rollups
Rollups are saved automatically when a selection is changed. Associated dimensions below are switched to use the selected rollup. When blank the system default is used.
Division
Division QH_ALT_2
Employ Type
Pay Posted Date
User Defaults
User defaults are optional. When left blank the system default is used.
Division QH_ALT_2
Employ Type Hierarchy
Measure
Account
Document Type
FTE Type
Paypoint
Paid v Unpaid
Period
Current
Previous
System
Save Defaults
Clear All Defaults


Panorama Saved View - Microsoft Internet Explorer provided by Queensland Health
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Slicers
Metro Nth - Royal Brisbane & Womens Hosp
2009
Employ Type Hierarchy
FTE Type
Account
File Download
Do you want to open or save this file?
Name: ... by FRAC Paypoint - Current as at 10 Feb 2009.xls
Type: Microsoft Excel Worksheet
From: qhasvbk7dca022.dctuat.health.qld.gov.au
Open
Save
Cancel
While files from the Internet can be useful, some files can potentially harm your computer. If you do not trust the source, do not open or save this file. What's the risk?

6. Further analysis and necessary adjustments can be undertaken before transferring these figures to the FRAC statements

Note: ensure that the correct fiscal period has been selected.

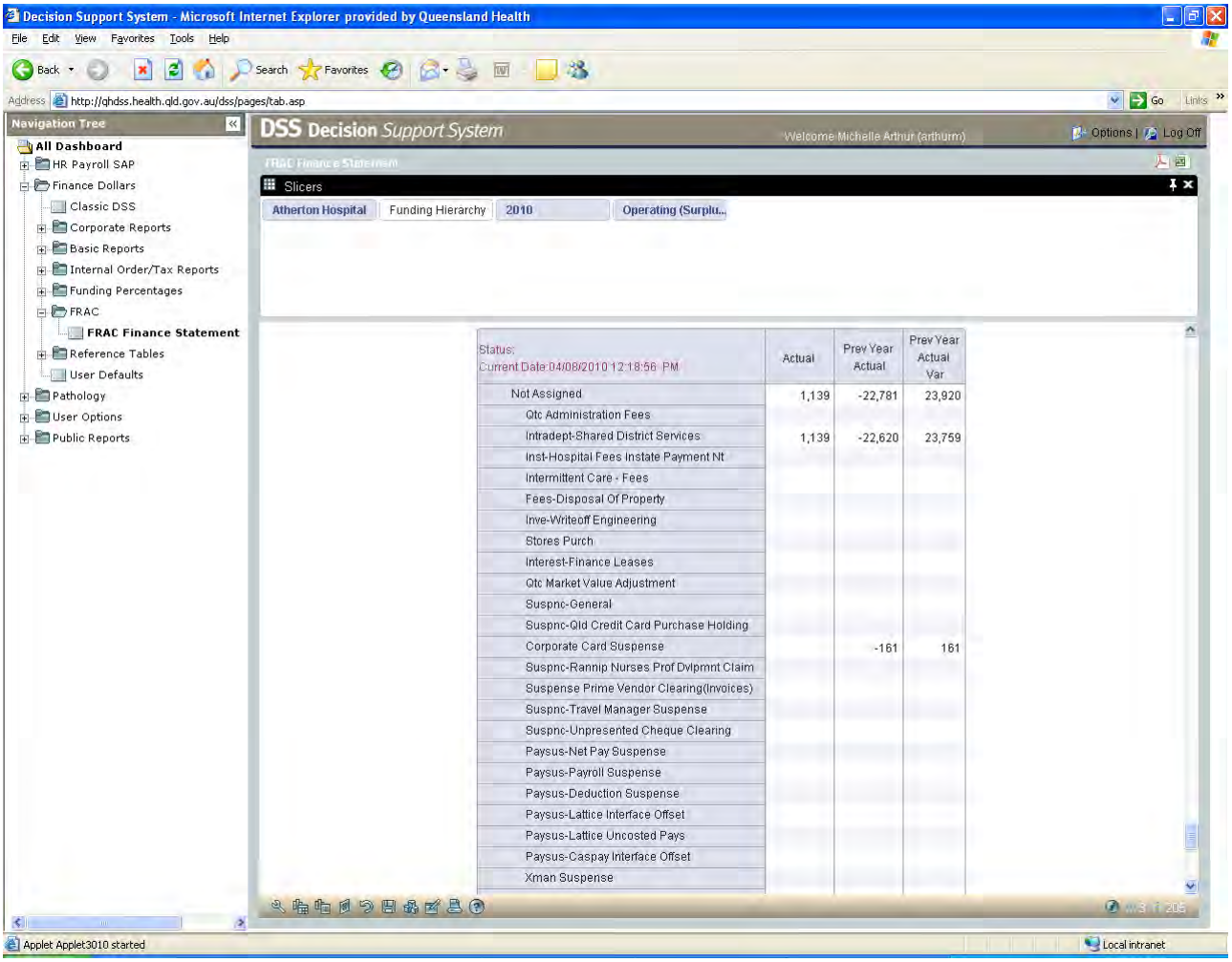
NB:

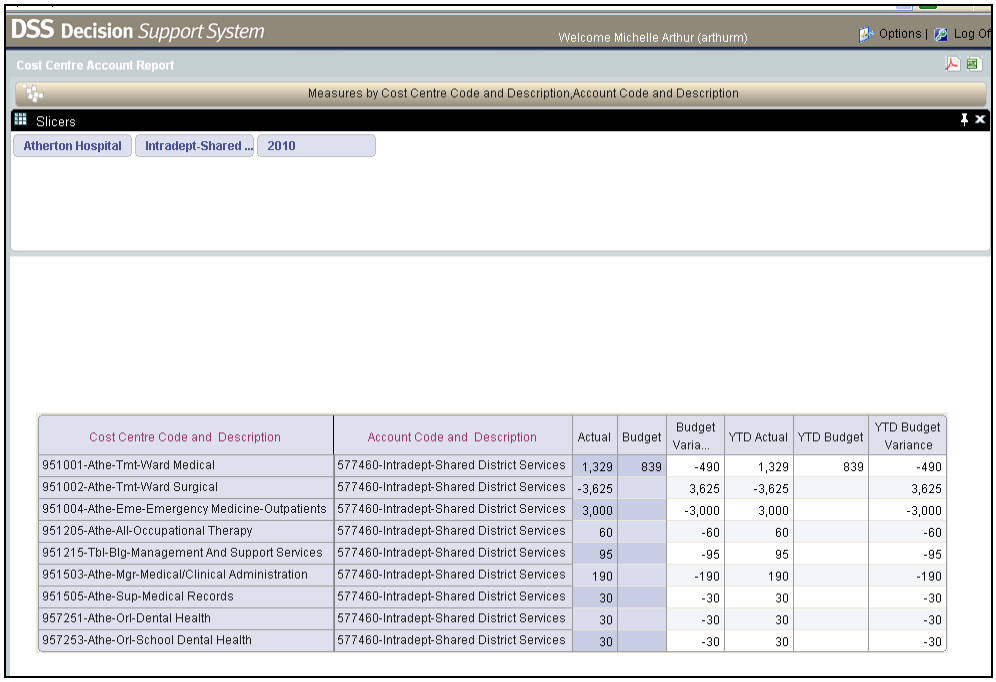
- '**Not Assigned - Expenditure' Node**
  Within the account hierarchy of 'QH_FRAS' there are nodes for 'Not Assigned Expenditure' and 'Not Assigned Revenue'. In the main suspense and clearing accounts have been mapped to these nodes.

  As mentioned in Section 3.6 - balances that appear against the 'Not Assigned' nodes may be due to the fact that balancing ledger entries are in cost centres outside of the facility's cost centre hierarchy. To investigate further you may need to drill down in the 'Not Assigned' nodes on the report. Refer to DSS Helpful Hint # 2.

DSS Helpful Hint # 2:

To ascertain further information about a 'Not Assigned'

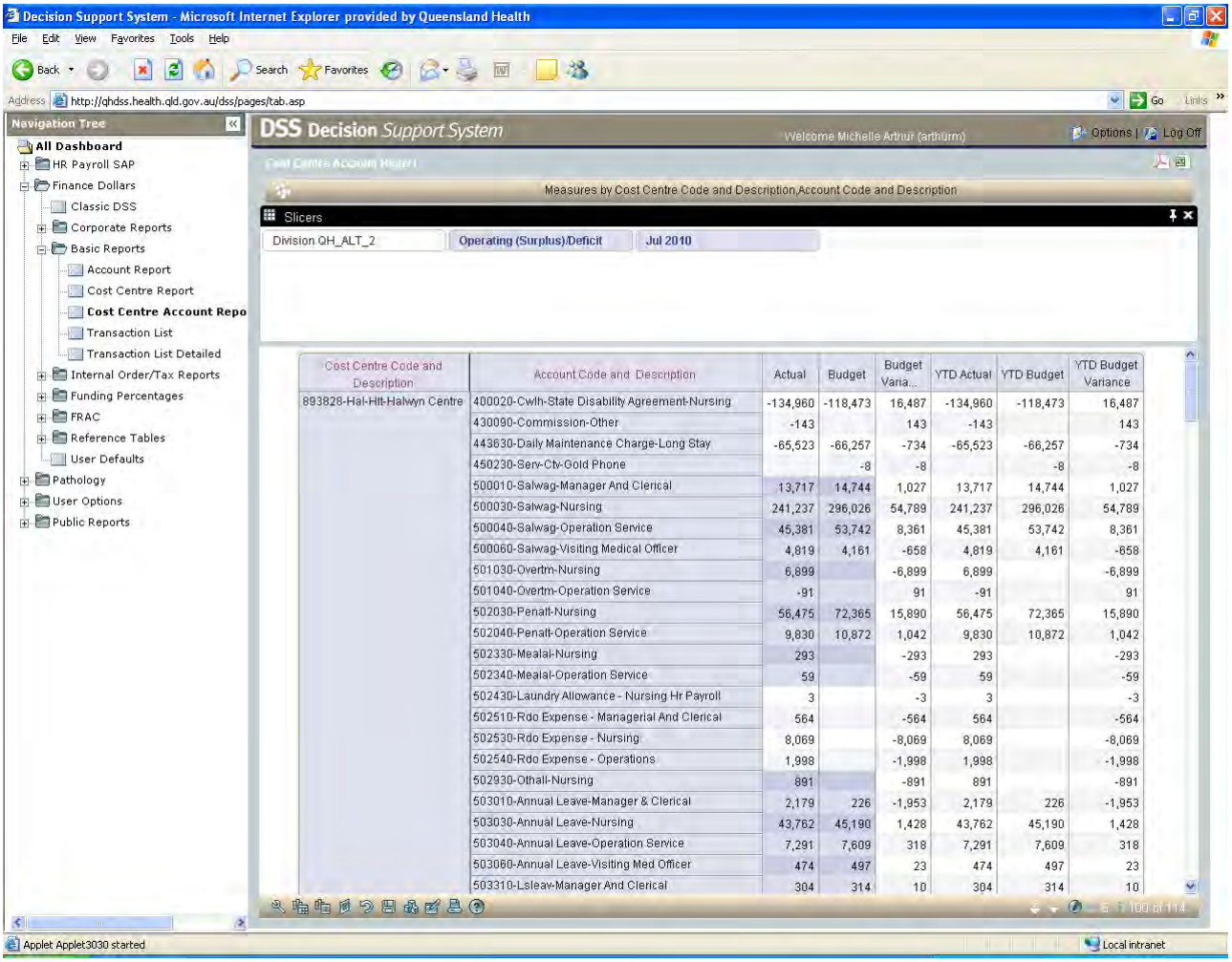


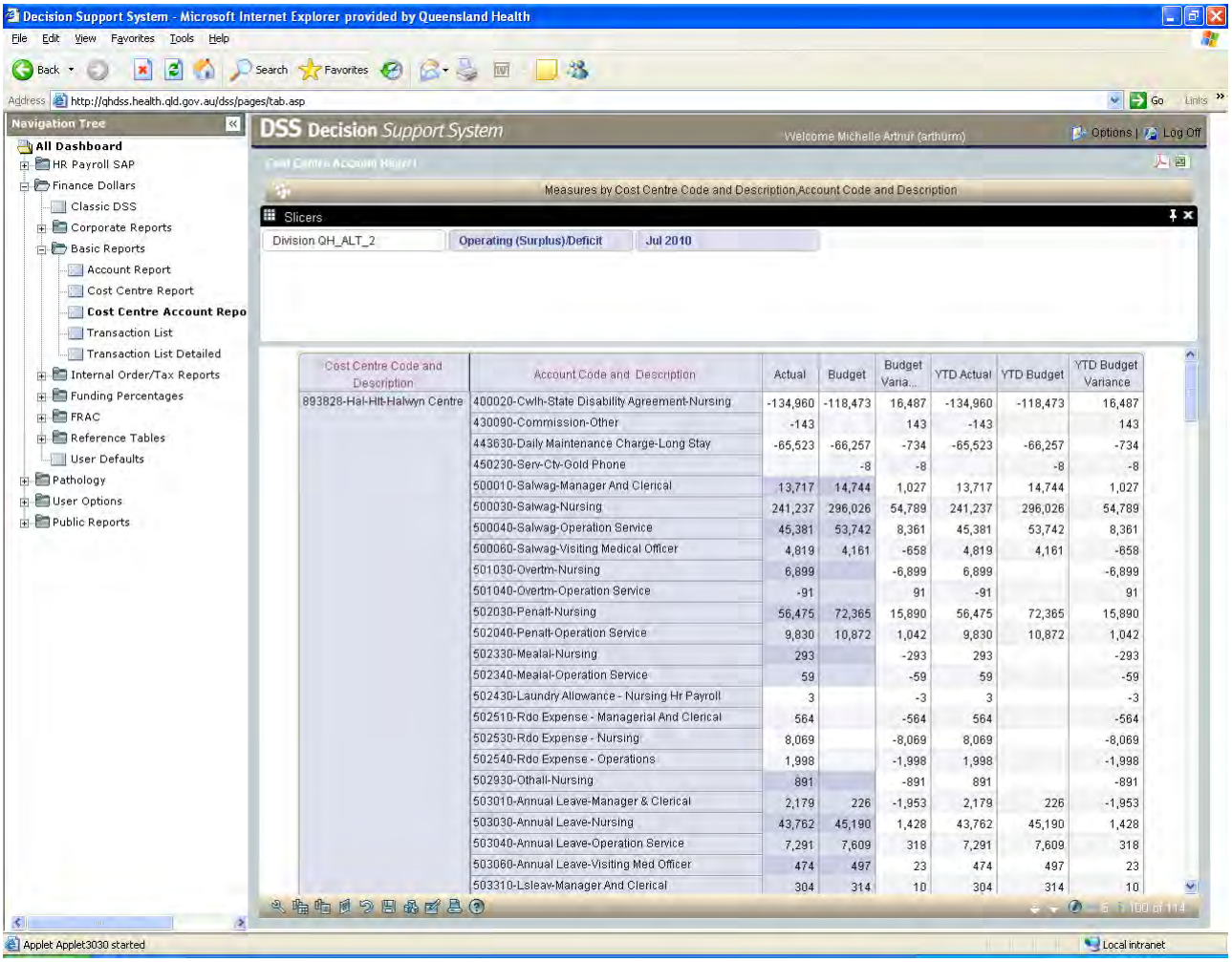


Cost Centre Code and Description	Account Code and Description	Actual	Budget	Budget Varia...	YTD Actual	YTD Budget	YTD Budget Variance
951001-Athe-Tmt-Ward Medical	577460-Intradept-Shared District Services	1,329	839	-490	1,329	839	-490
951002-Athe-Tmt-Ward Surgical	577460-Intradept-Shared District Services	-3,625		3,625	-3,625		3,625
951004-Athe-Eme-Emergency Medicine-Outpatients	577460-Intradept-Shared District Services	3,000		-3,000	3,000		-3,000
951205-Athe-All-Occupational Therapy	577460-Intradept-Shared District Services	60		-60	60		-60
951215-Tbl-Blg-Management And Support Services	577460-Intradept-Shared District Services	95		-95	95		-95
951503-Athe-Mgr-Medical/Clinical Administration	577460-Intradept-Shared District Services	190		-190	190		-190
951505-Athe-Sup-Medical Records	577460-Intradept-Shared District Services	30		-30	30		-30
957251-Athe-Orl-Dental Health	577460-Intradept-Shared District Services	30		-30	30		-30
957253-Athe-Orl-School Dental Health	577460-Intradept-Shared District Services	30		-30	30		-30

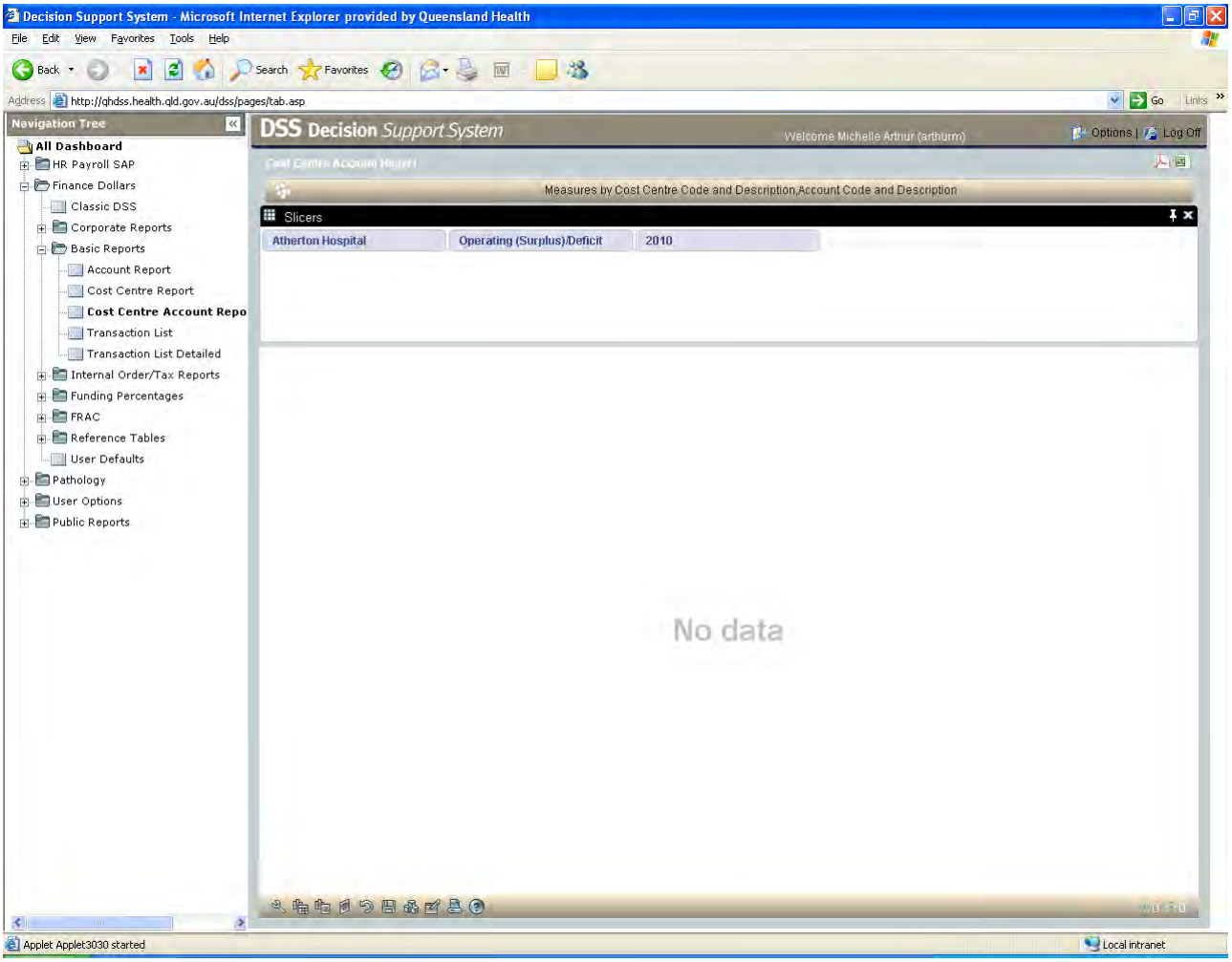
To ascertain this information you are required to firstly identify the account code and description. This can be done by…

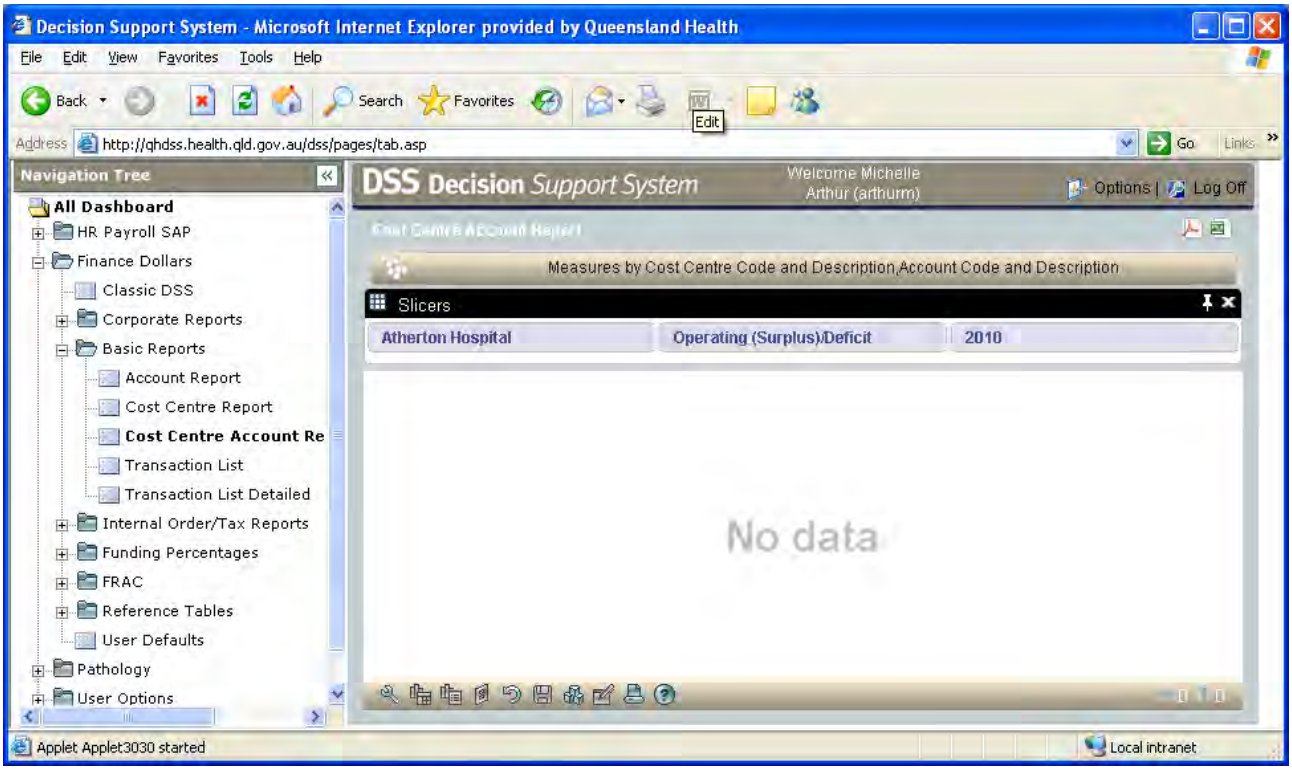
Go to Basic Reports – Cost Centre Account Report


Decision Support System - Microsoft Internet Explorer provided by Queensland Health
File Edit View Favorites Tools Help
Back Search Favorites
Address http://qhdss.health.qld.gov.au/dss/pages/tab.asp
Go Links
Navigation Tree
All Dashboard
HR Payroll SAP
Finance Dollars
Classic DSS
Corporate Reports
Basic Reports
Account Report
Cost Centre Report
Cost Centre Account Repo
Transaction List
Transaction List Detailed
Internal Order/Tax Reports
Funding Percentages
FRAC
Reference Tables
User Defaults
Pathology
User Options
Public Reports
DSS Decision Support System
Welcome Michelle Arthur (arthurm)
Options | Log Off
Measures by Cost Centre Code and Description,Account Code and Description
Slicers
Division QH_ALT_2
Operating (Surplus)/Deficit
Jul 2010
Cost Centre Code and Description
Account Code and Description
Actual
Budget
Budget Varia...
YTD Actual
YTD Budget
YTD Budget Variance
893828-Hal-Hlt-Halwyn Centre
400020-Cwlh-State Disability Agreement-Nursing -134,960 -118,473 16,487 -134,960 -118,473 16,487
430090-Commission-Other -143 143 -143 143
443630-Daily Maintenance Charge-Long Stay -65,523 -66,257 -734 -65,523 -66,257 -734
450230-Serv-Ctv-Gold Phone -8 -8 -8 -8
500010-Salwag-Manager And Clerical 13,717 14,744 1,027 13,717 14,744 1,027
500030-Salwag-Nursing 241,237 296,026 54,789 241,237 296,026 54,789
500040-Salwag-Operation Service 45,381 53,742 8,361 45,381 53,742 8,361
500060-Salwag-Visiting Medical Officer 4,819 4,161 -658 4,819 4,161 -658
501030-Overtm-Nursing 6,899 -6,899 6,899 -6,899
501040-Overtm-Operation Service -91 91 -91 91
502030-Penalt-Nursing 56,475 72,365 15,890 56,475 72,365 15,890
502040-Penalt-Operation Service 9,830 10,872 1,042 9,830 10,872 1,042
502330-Mealal-Nursing 293 -293 293 -293
502340-Mealal-Operation Service 59 -59 59 -59
502430-Laundry Allowance - Nursing Hr Payroll 3 -3 3 -3
502510-Rdo Expense - Managerial And Clerical 564 -564 564 -564
502530-Rdo Expense - Nursing 8,069 -8,069 8,069 -8,069
502540-Rdo Expense - Operations 1,998 -1,998 1,998 -1,998
502930-Othall-Nursing 891 -891 891 -891
503010-Annual Leave-Manager & Clerical 2,179 226 -1,953 2,179 226 -1,953
503030-Annual Leave-Nursing 43,762 45,190 1,428 43,762 45,190 1,428
503040-Annual Leave-Operation Service 7,291 7,609 318 7,291 7,609 318
503060-Annual Leave-Visiting Med Officer 474 497 23 474 497 23
503310-Lsleav-Manager And Clerical 304 314 10 304 314 10
1 to 100 of 114
Applet Applet3030 started
Local intranet

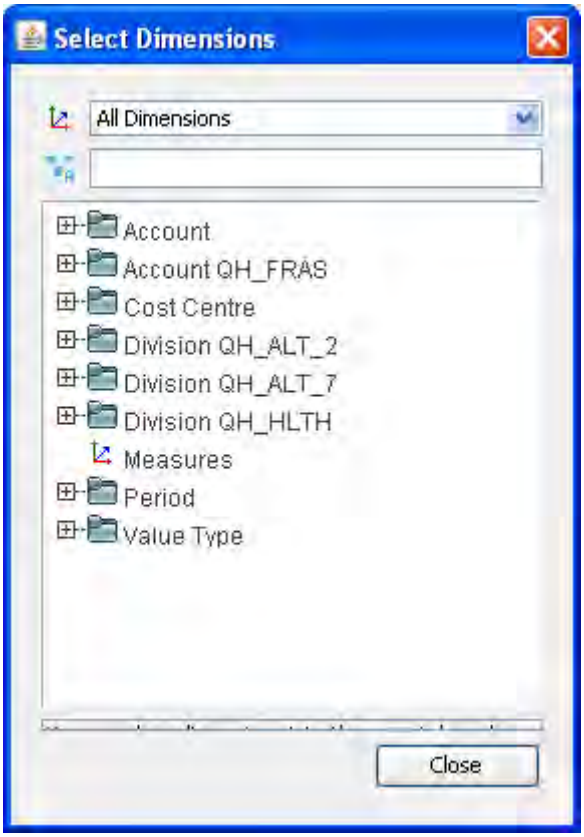


Select District – Facility – Default Hierarchy should have been set to QH_ALT_2 – if not refer to DSS Helpful Hint # 1

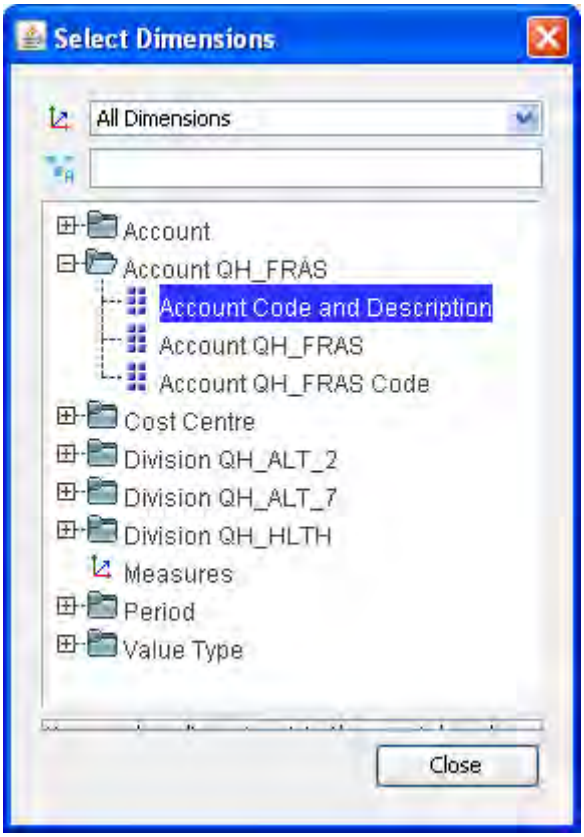

Decision Support System - Microsoft Internet Explorer provided by Queensland Health
File Edit View Favorites Tools Help
Back Search Favorites
Address http://qhdss.health.qld.gov.au/dss/pages/tab.asp
Go Links
Navigation Tree
All Dashboard
HR Payroll SAP
Finance Dollars
Classic DSS
Corporate Reports
Basic Reports
Account Report
Cost Centre Report
Cost Centre Account Repo
Transaction List
Transaction List Detailed
Internal Order/Tax Reports
Funding Percentages
FRAC
Reference Tables
User Defaults
Pathology
User Options
Public Reports
DSS Decision Support System
Welcome Michelle Arthur (arthurm)
Options | Log Off
Measures by Cost Centre Code and Description,Account Code and Description
Slicers
Atherton Hospital
Operating (Surplus)/Deficit
2010
No data
Applet Applet3030 started
Local intranet


Decision Support System - Microsoft Internet Explorer provided by Queensland Health
File Edit View Favorites Tools Help
Back Search Favorites
Edit
Address http://qhdss.health.qld.gov.au/dss/pages/tab.asp
Go Links
Navigation Tree
All Dashboard
HR Payroll SAP
Finance Dollars
Classic DSS
Corporate Reports
Basic Reports
Account Report
Cost Centre Report
Cost Centre Account Re
Transaction List
Transaction List Detailed
Internal Order/Tax Reports
Funding Percentages
FRAC
Reference Tables
User Defaults
Pathology
User Options
DSS Decision Support System
Welcome Michelle Arthur (arthurm)
Options | Log Off
Measures by Cost Centre Code and Description,Account Code and Description
Slicers
Atherton Hospital
Operating (Surplus)/Deficit
2010
No data
Applet Applet3030 started
Local intranet

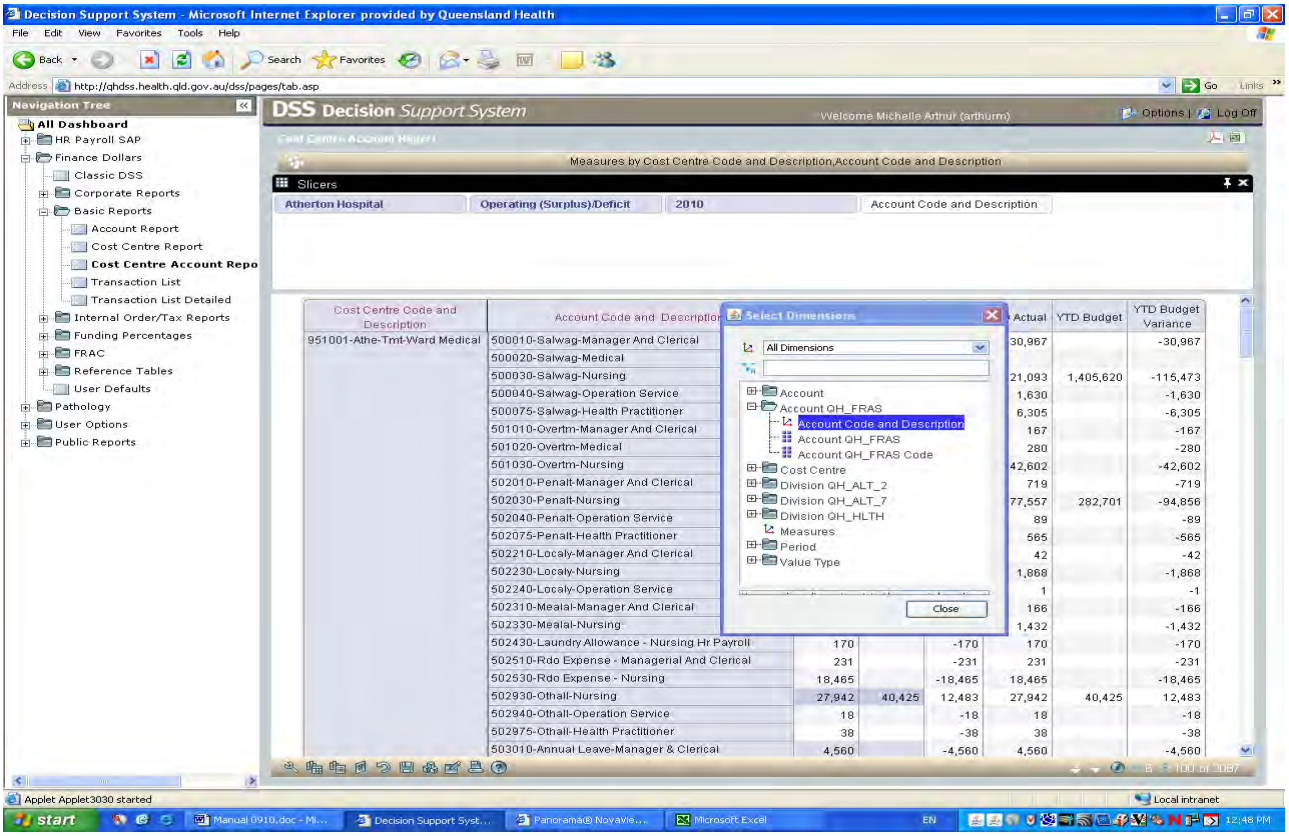
Select Dimensions



Expand QH_FRAS



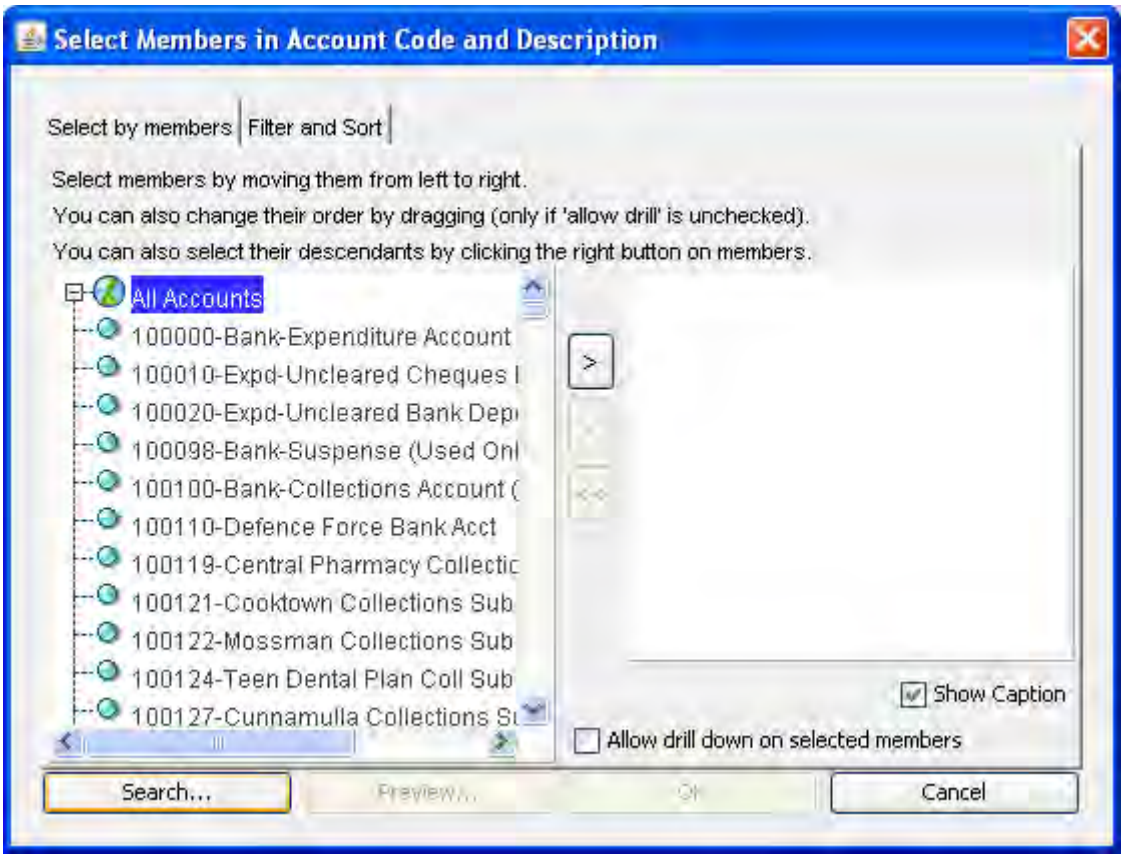
Drag Account Code and Description and drop it into the report selection tab at the top of the screen – A hand should appear

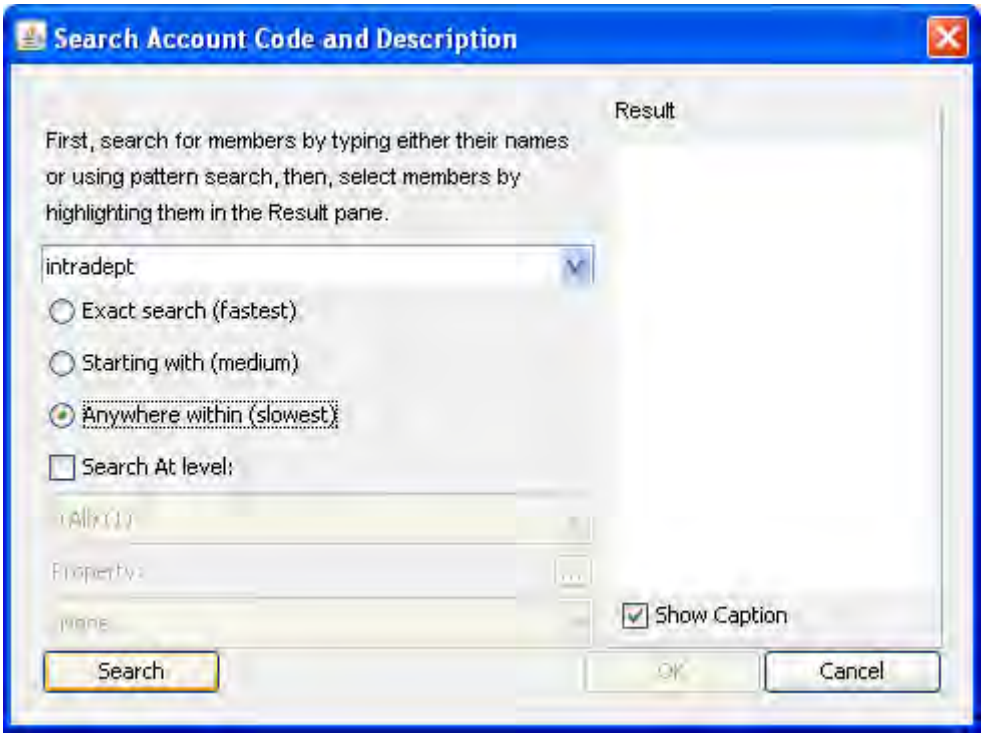


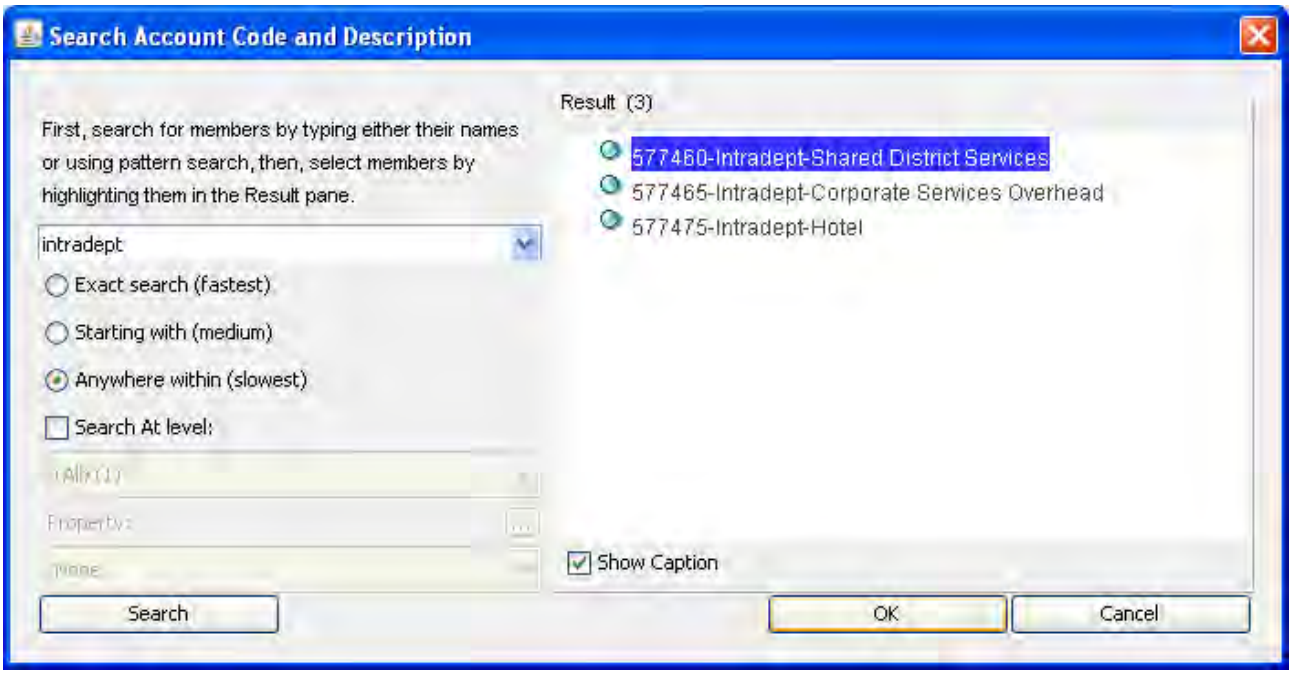
Close

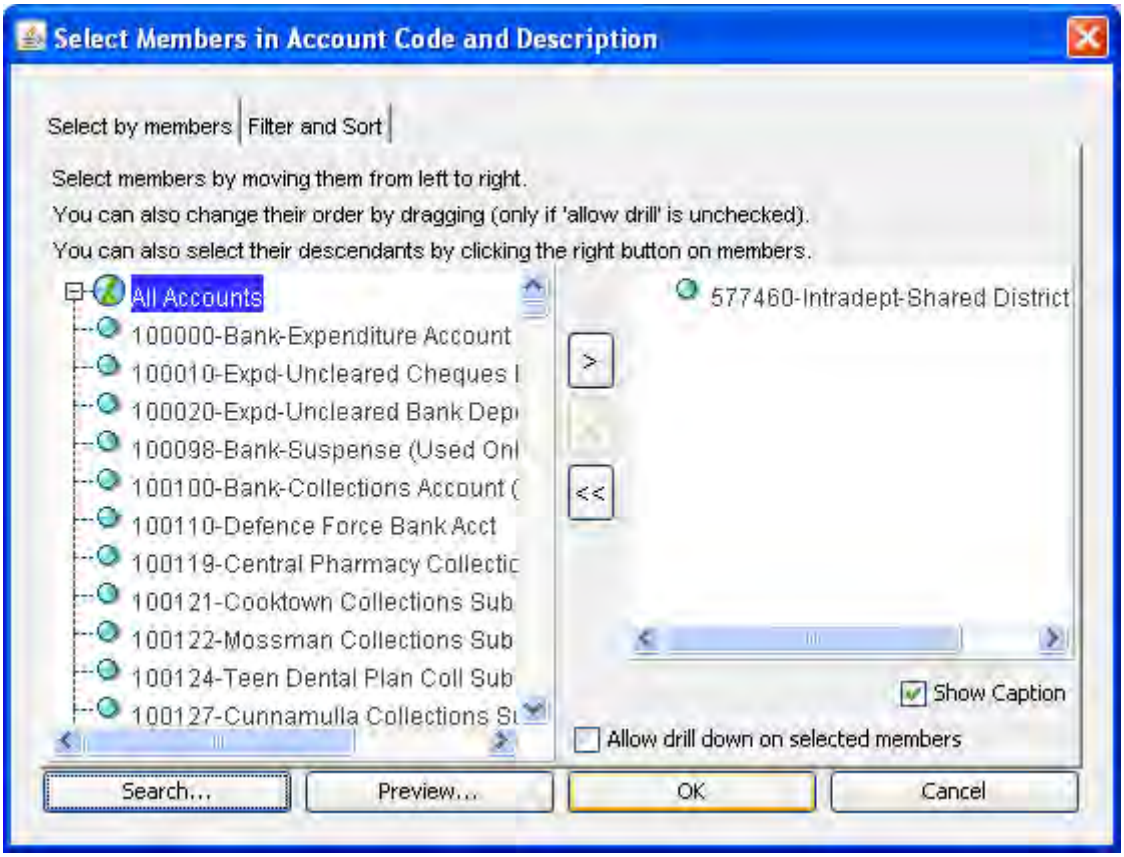
Select Edit

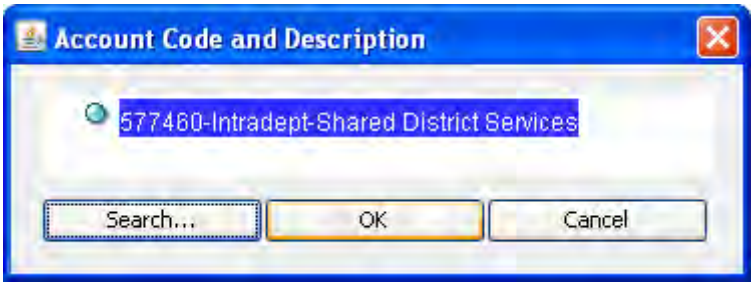
Search for the Not Assigned description or account code

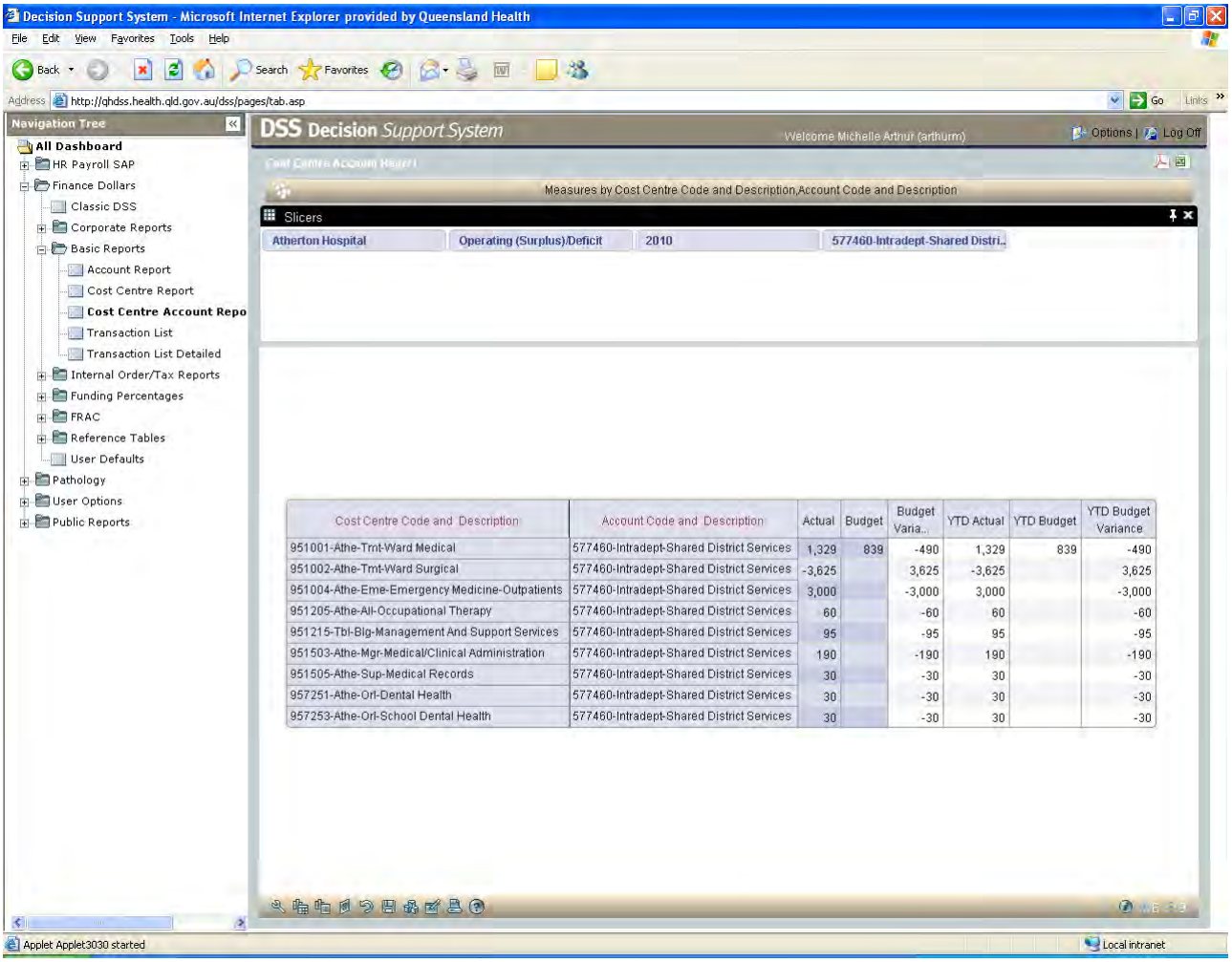



Search Account Code and Description
Result
First, search for members by typing either their names or using pattern search, then, select members by highlighting them in the Result pane.
intradept
Exact search (fastest)
Starting with (medium)
Anywhere within (slowest)
Search At level:
Property:
Show Caption
Search
OK
Cancel


Search Account Code and Description
Result (3)
First, search for members by typing either their names or using pattern search, then, select members by highlighting them in the Result pane.
577460-Intradept-Shared District Services
577465-Intradept-Corporate Services Overhead
577475-Intradept-Hotel
intradept
Exact search (fastest)
Starting with (medium)
Anywhere within (slowest)
Search At level:
Property:
Show Caption
Search
OK
Cancel


Select Members in Account Code and Description
Select by members
Filter and Sort
Select members by moving them from left to right.
You can also change their order by dragging (only if 'allow drill' is unchecked).
You can also select their descendants by clicking the right button on members.
All Accounts
100000-Bank-Expenditure Account
100010-Expd-Uncleared Cheques I
100020-Expd-Uncleared Bank Dep
100098-Bank-Suspense (Used Onl
100100-Bank-Collections Account (
100110-Defence Force Bank Acct
100119-Central Pharmacy Collectic
100121-Cooktown Collections Sub
100122-Mossman Collections Sub
100124-Teen Dental Plan Coll Sub
100127-Cunnamulla Collections Su
577460-Intradept-Shared District
>
<<
Show Caption
Allow drill down on selected members
Search...
Preview...
OK
Cancel


Account Code and Description
577460-Intradept-Shared District Services
Search...
OK
Cancel



A User now has further information as to how this amount has come about and will be able to determine the appropriate action. This information can also be used to track down information in the Financial and Materials Management Information System (FAMMIS) as to the invoice (Expenditure – Statement 1) or receipt (Revenue – Statement 3).

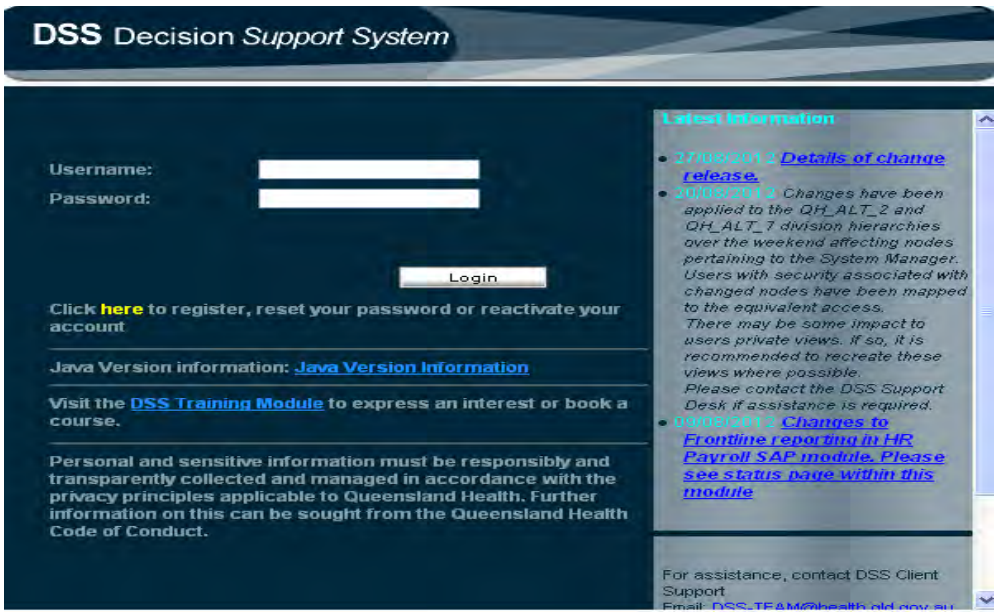
3.2 STATEMENT 2 – FTE AND LABOUR EXPENSES BY STAFFING CATEGORY

An updated report has been developed in the Decision Support System (DSS) to assist Hospital and Health Services with extracting data for Statement 2 (if required). The new report 'DSS FRAC Payroll Statement (version 2)' is situated in the HR Payroll SAP folder of the DSS Navigation Tree.

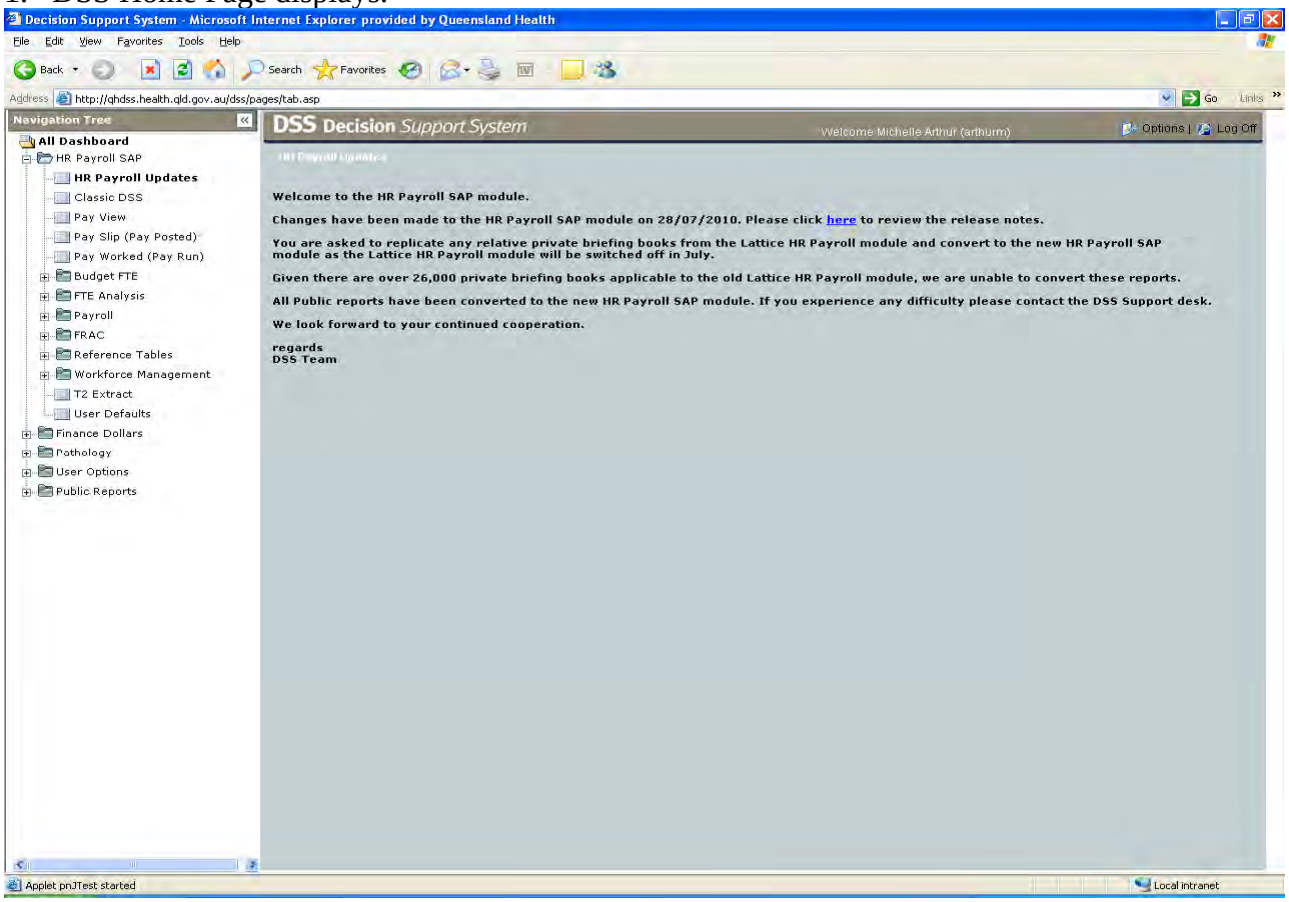
To extract the data for Statement 3 (if required) apply the following selections after logging into the DSS production account (refer Figure 1):

Figure (1)

1. Logon to DSS.



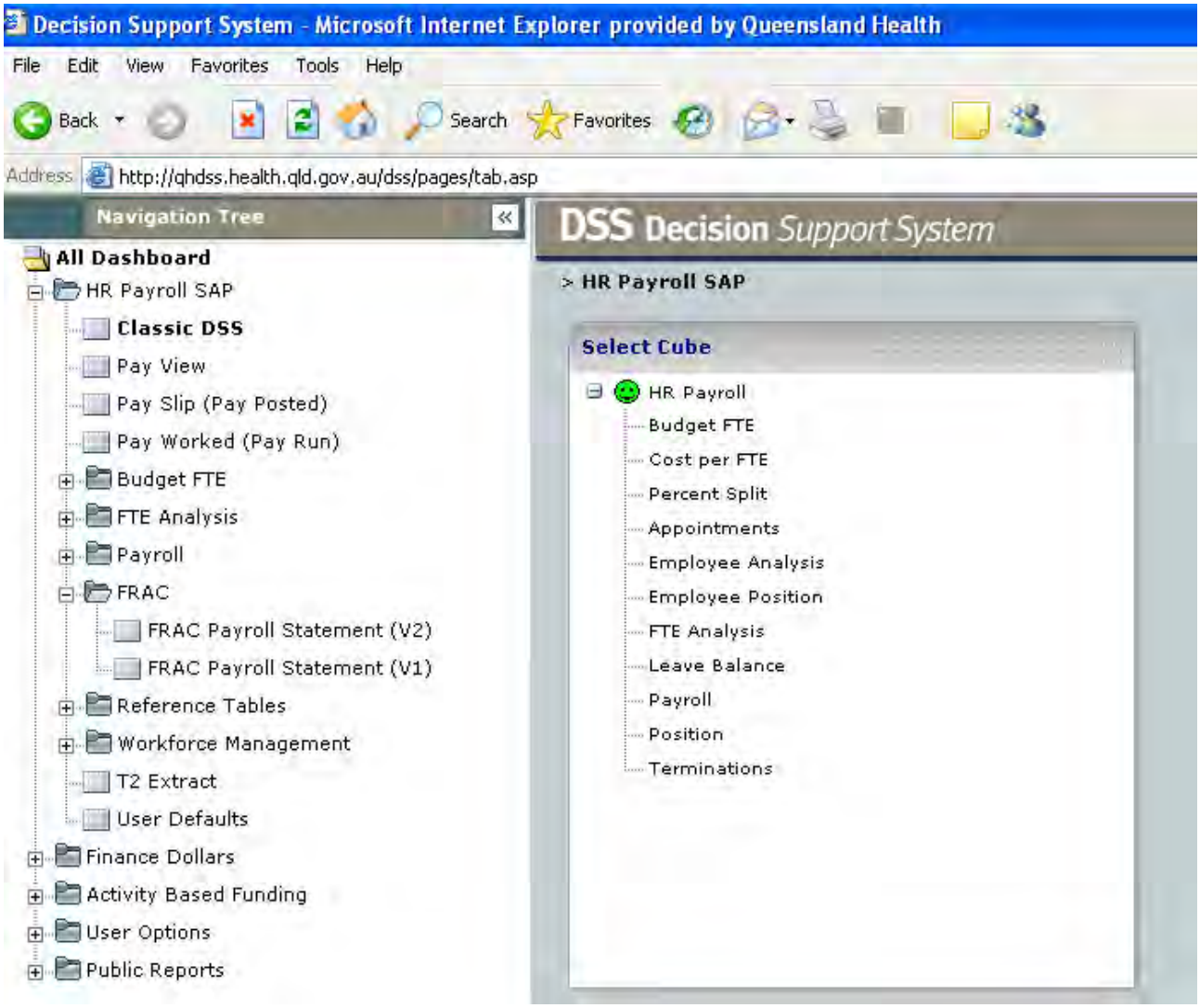
1. DSS Home Page displays.



The report should be used as a starting point only. It can be expected that the expenditure balances on this report do not exactly match the general ledger labour balances, due to accrual journals and recoveries that may be posted out during or at the end of a financial year.

Select HR Payroll SAP

FRAC



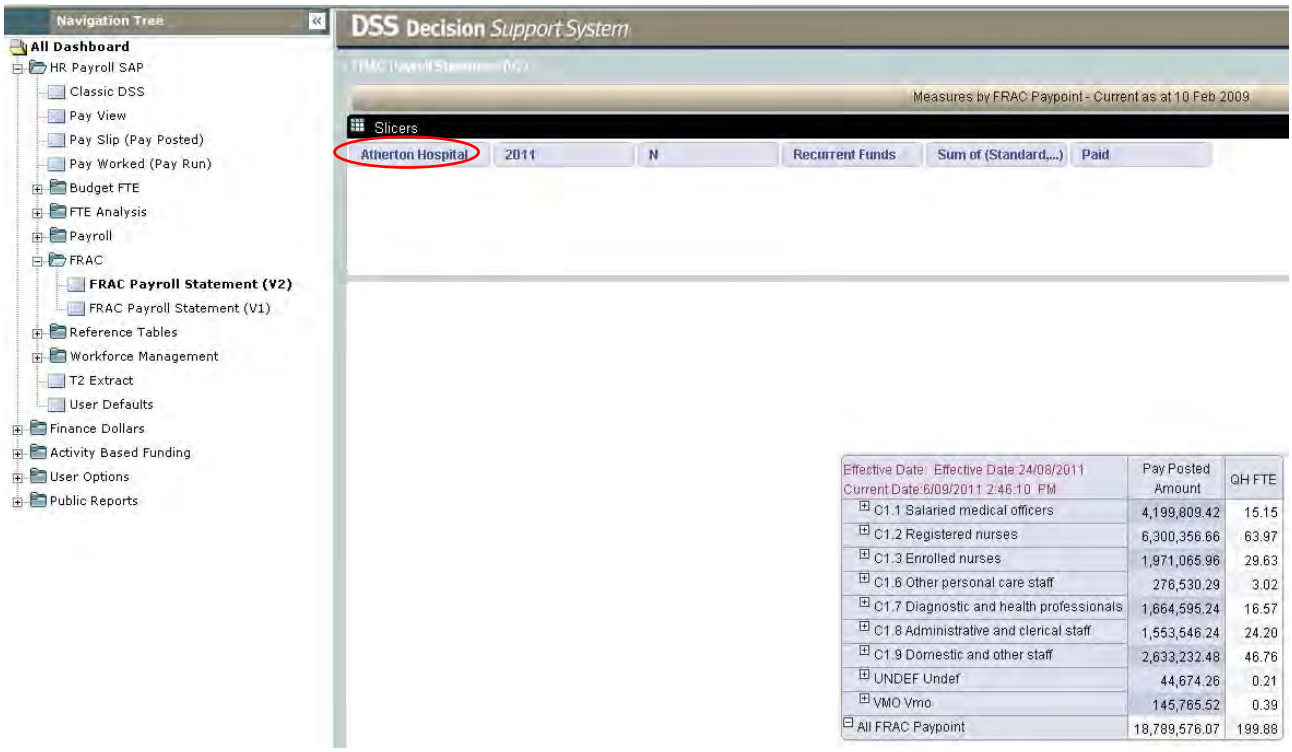
PLEASE NOTE: FRAC Payroll Statement (V2) is the default for 2011-2012 data.

FRAC Payroll Statement

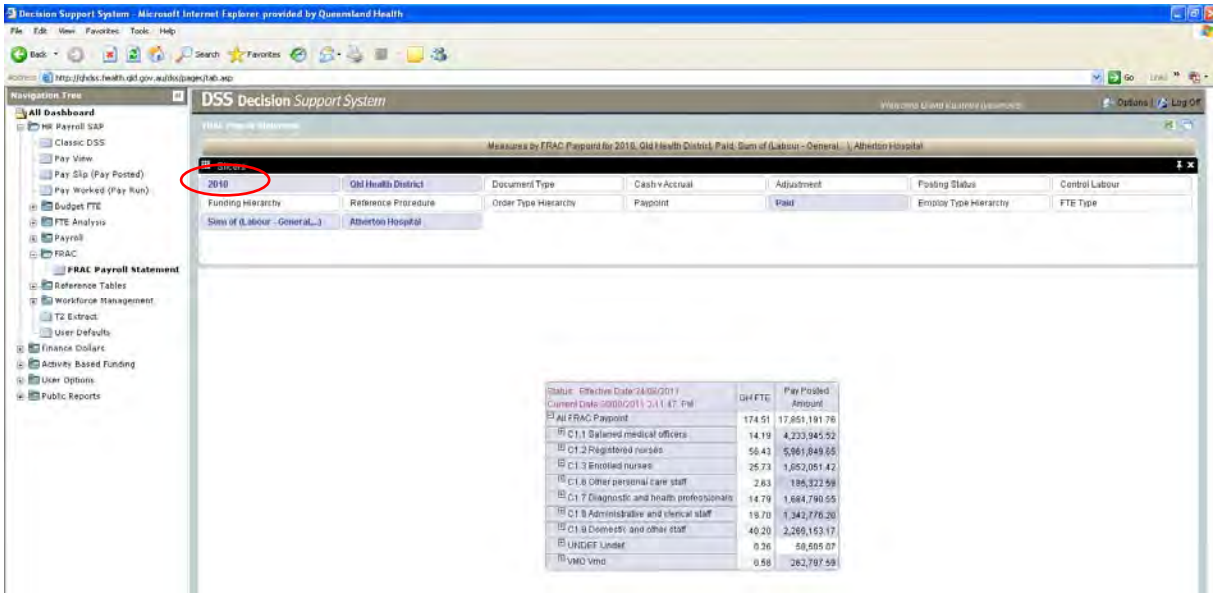
NOTE: This will automatically default to QH_ALT_2

Select your District & Facility

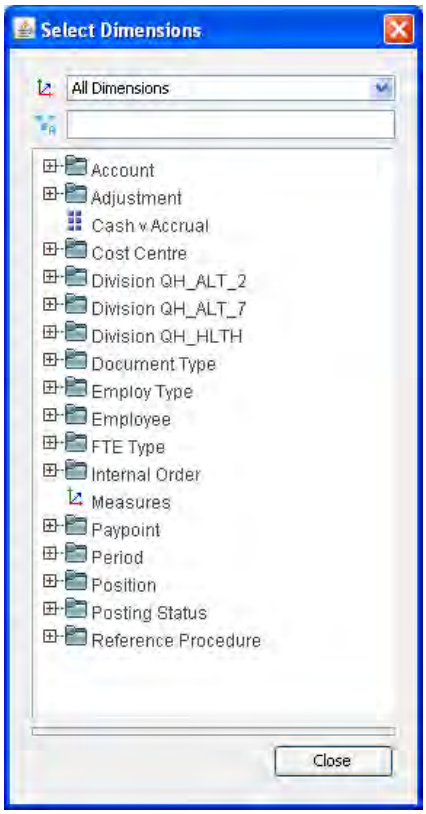
Select your Facility

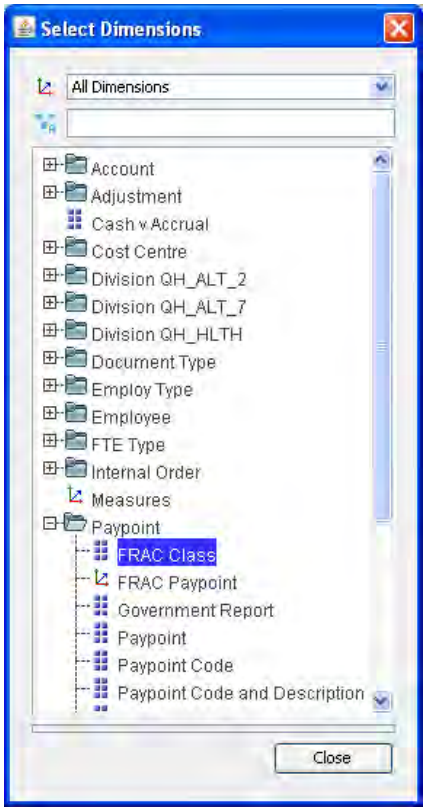


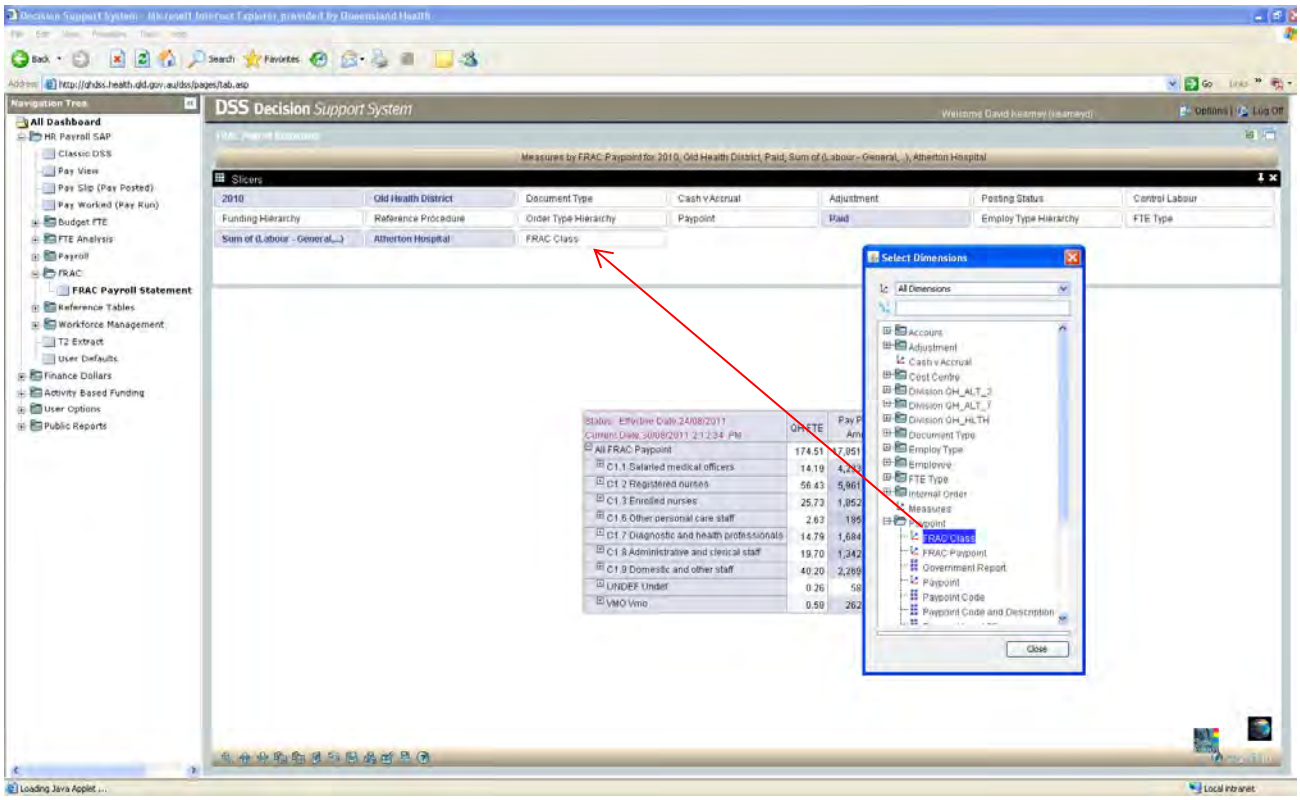
Your Funding Hierarchy – should automatically default to 2012. But please ensure that the whole financial year is selected eg. 2012

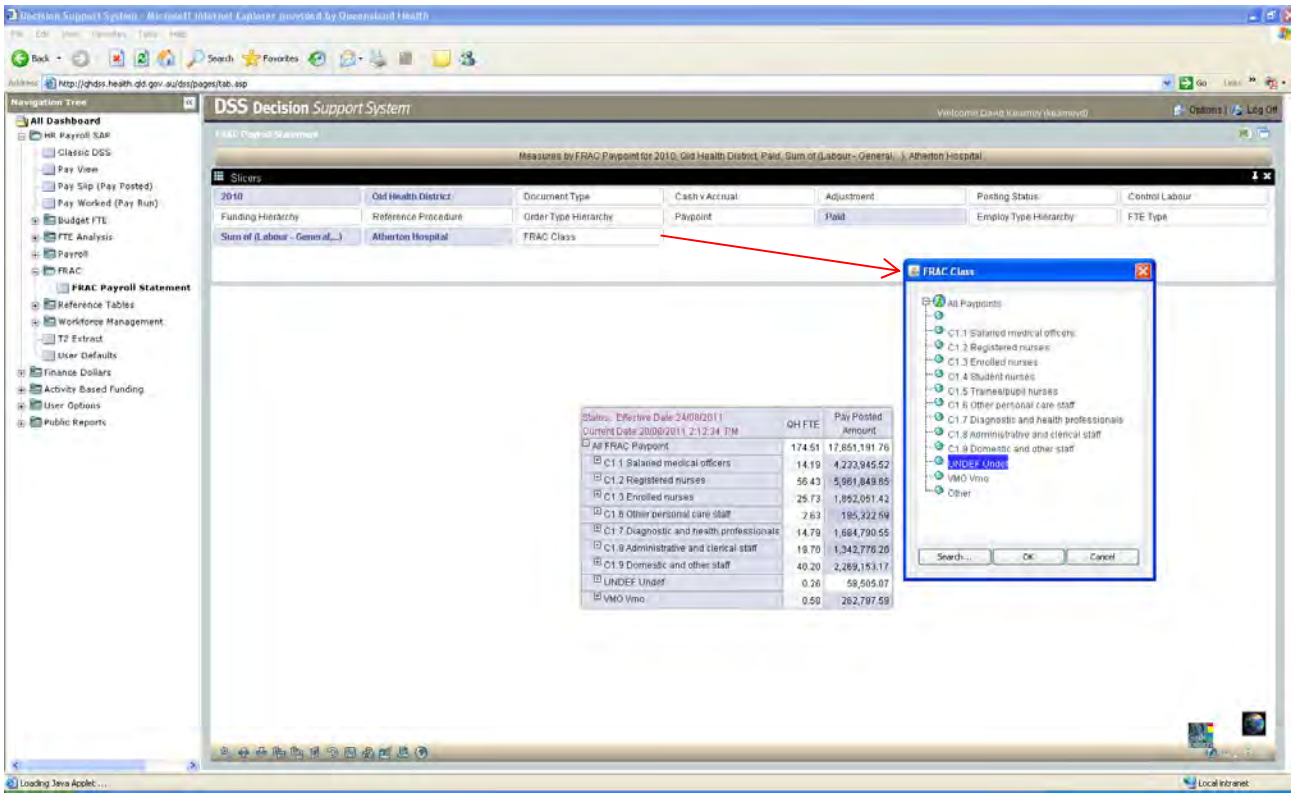


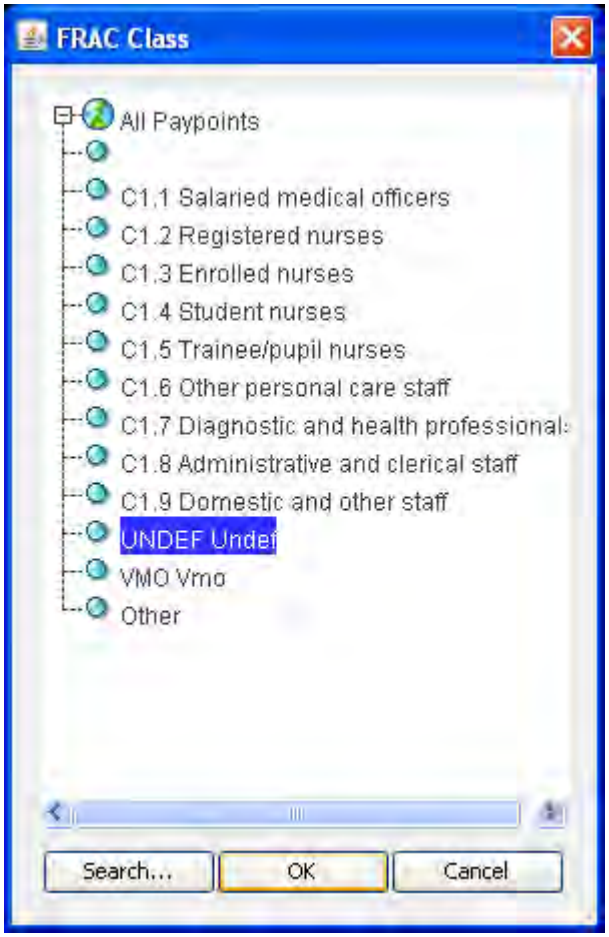
Add FRAC Class – Select Dimensions

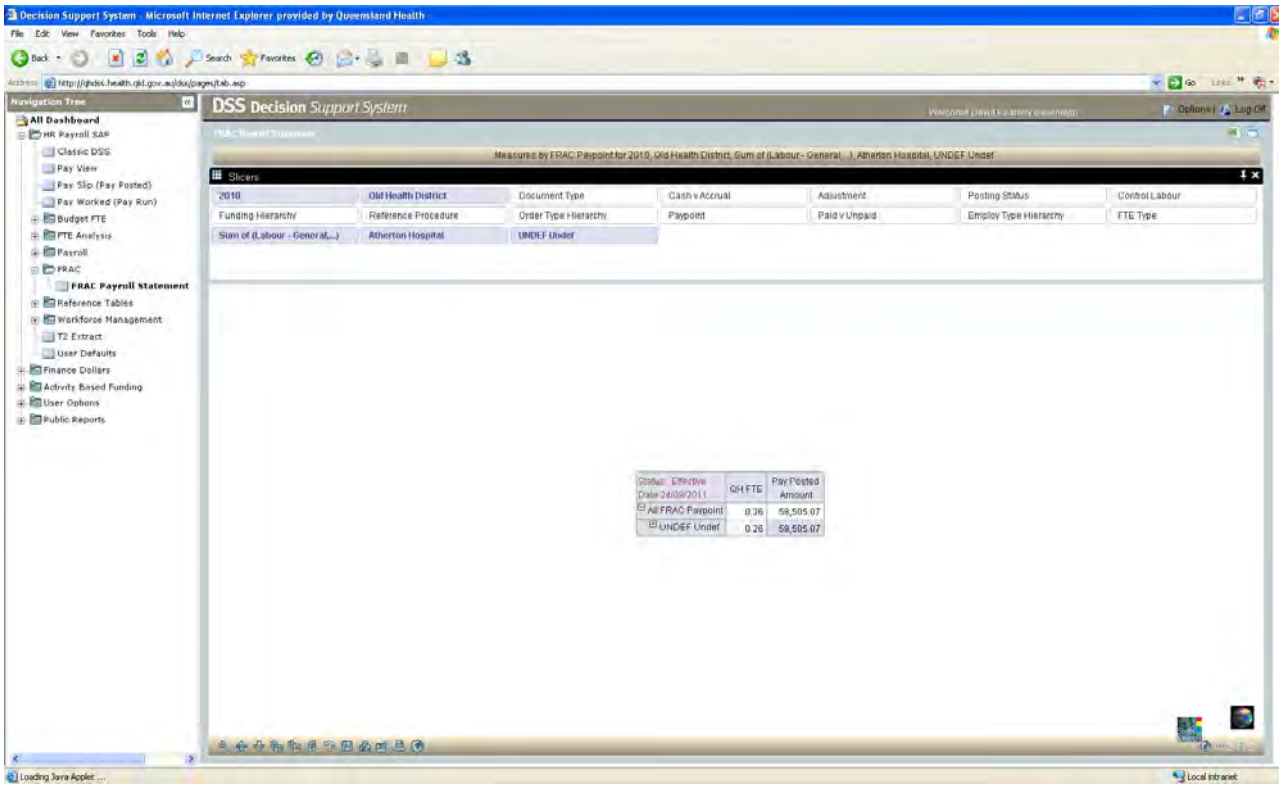



Select Dimensions
All Dimensions
Account
Adjustment
Cash v Accrual
Cost Centre
Division QH_ALT_2
Division QH_ALT_7
Division QH_HLTH
Document Type
Employ Type
Employee
FTE Type
Internal Order
Measures
Paypoint
FRAC Class
FRAC Paypoint
Government Report
Paypoint
Paypoint Code
Paypoint Code and Description
Close

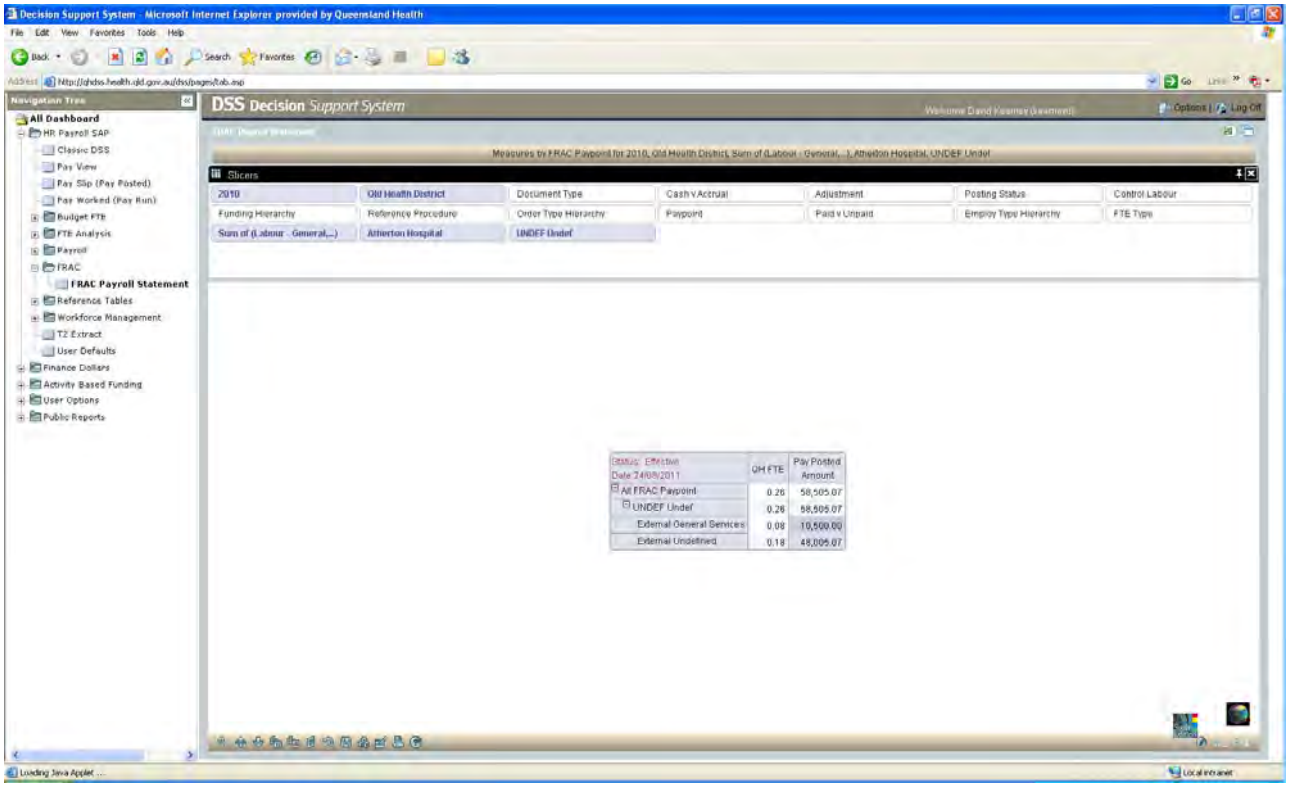

DSS Decision Support System
Slicers
Select Dimensions
FRAC Class
Close

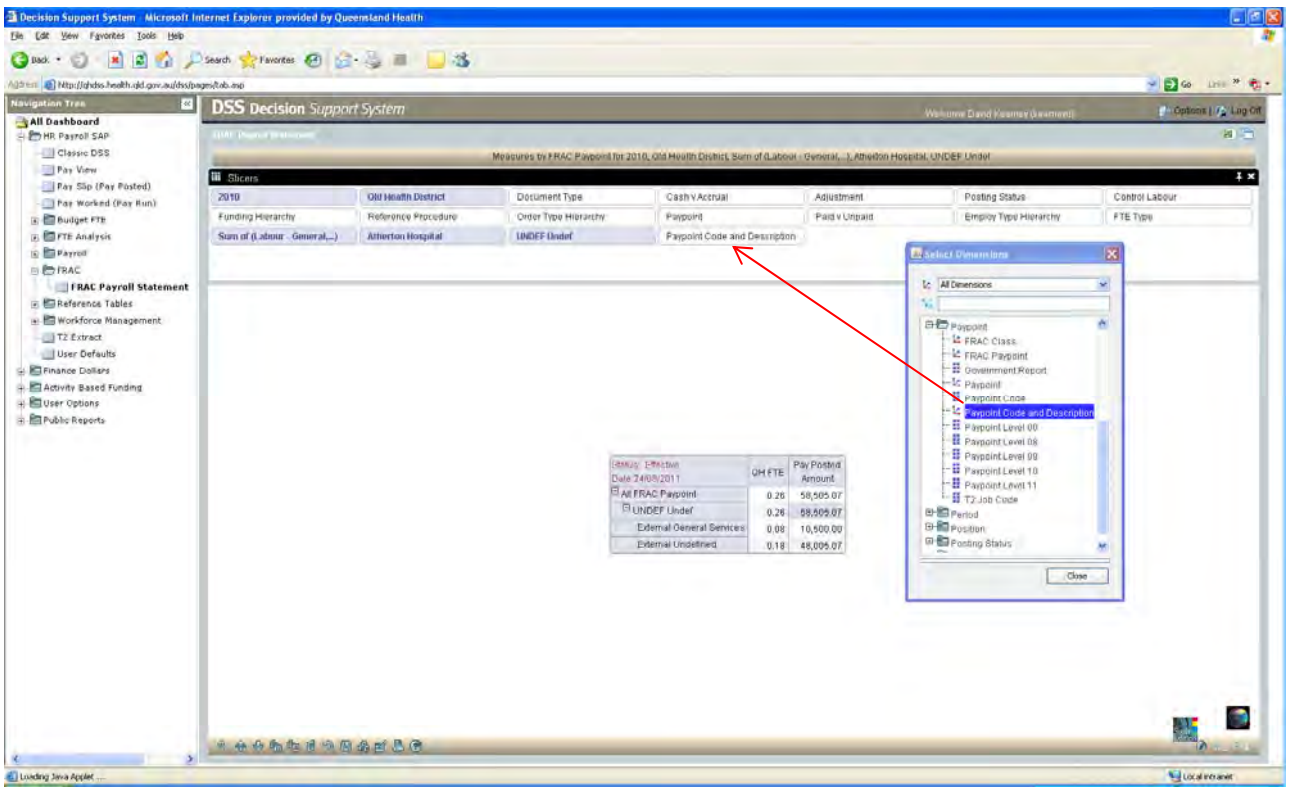

DSS Decision Support System
Slicers
FRAC Class
Search...
OK
Cancel

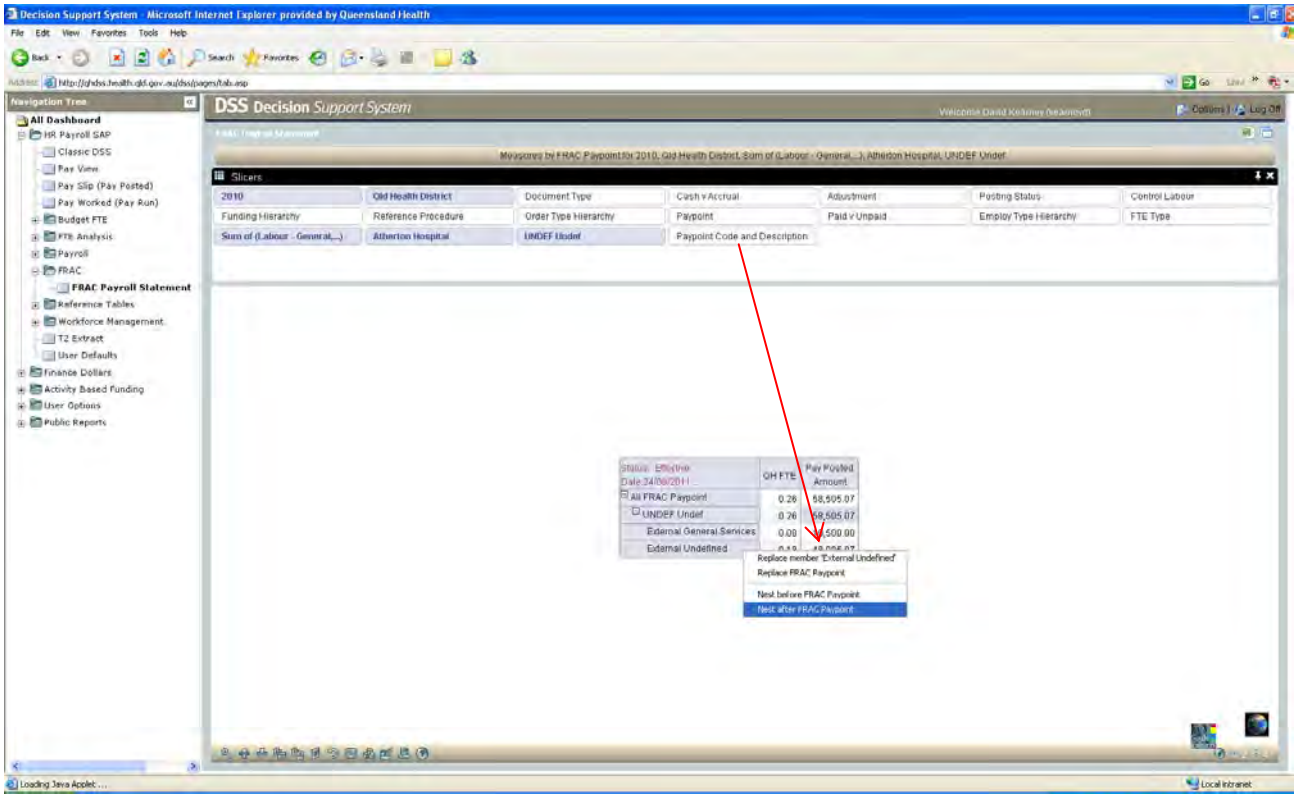


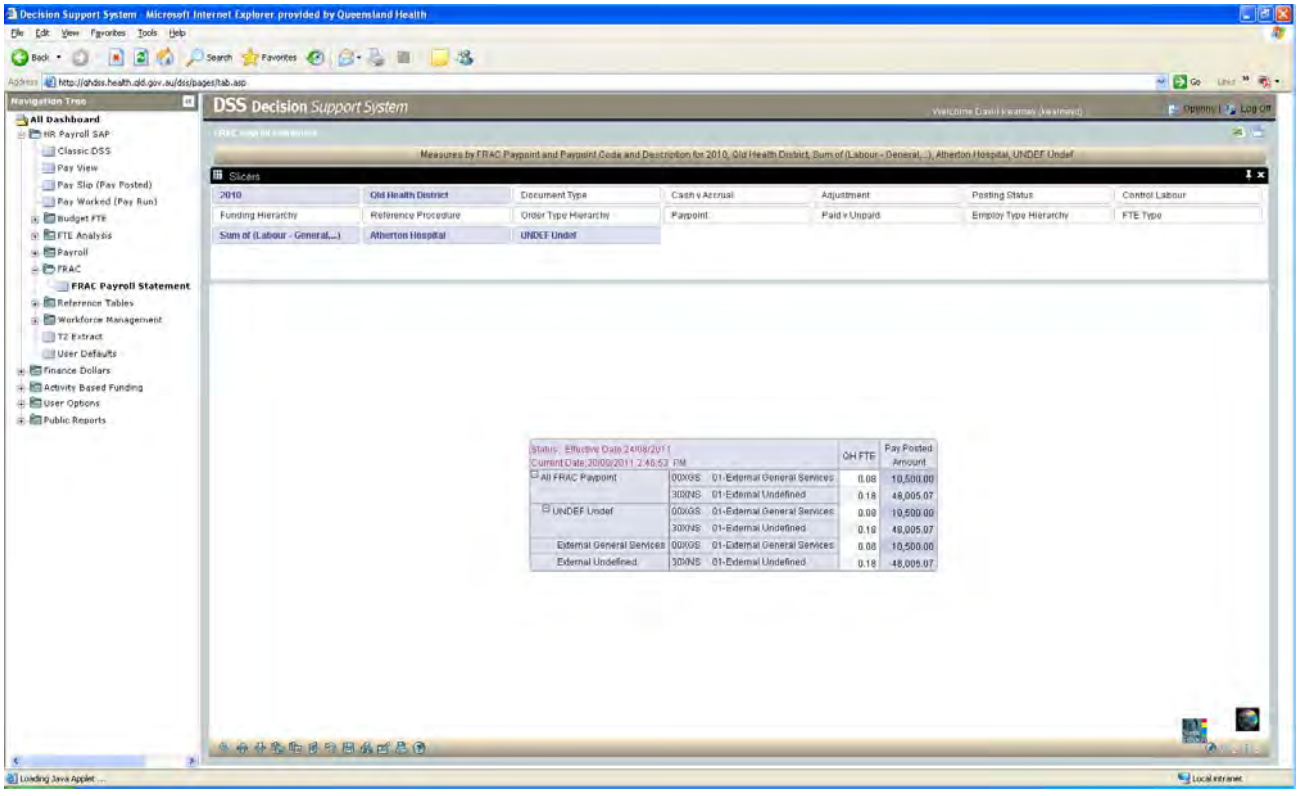


Expand UNDEF undef


Decision Support System - Microsoft Internet Explorer provided by Queensland Health
DSS Decision Support System
Slicers
2010
Old Health District
Document Type
Cash v Accrual
Adjustment
Posting Status
Control Labour
Funding Hierarchy
Reference Procedure
Order Type Hierarchy
Paypoint
Paid v Unpaid
Employ Type Hierarchy
FTE Type
Sum of (Labour - General,...)
Atherton Hospital
UNDEF Undef
All FRAC Paypoint
UNDEF Undef
External General Services
External Undefined


Decision Support System - Microsoft Internet Explorer provided by Queensland Health
DSS Decision Support System
Slicers
Paypoint Code and Description
Select Dimensions
All Dimensions
Paypoint
FRAC Class
FRAC Paypoint
Government Report
Paypoint
Paypoint Code
Paypoint Code and Description
Paypoint Level 00
Paypoint Level 08
Paypoint Level 09
Paypoint Level 10
Paypoint Level 11
T2 Job Code
Period
Position
Posting Status
Close


Decision Support System - Microsoft Internet Explorer provided by Queensland Health
DSS Decision Support System
Navigation Tree
All Dashboard
HR Payroll SAP
Classic DSS
Pay View
Pay Slip (Pay Posted)
Pay Worked (Pay Run)
Budget FTE
FTE Analysis
Payroll
FRAC
FRAC Payroll Statement
Reference Tables
Workforce Management
T2 Extract
User Defaults
Finance Dollars
Activity Based Funding
User Options
Public Reports
Slicers
2010
Qld Health District
Document Type
Cash v Accrual
Adjustment
Posting Status
Control Labour
Funding Hierarchy
Reference Procedure
Order Type Hierarchy
Paypoint
Paid v Unpaid
Employ Type Hierarchy
FTE Type
Sum of (Labour - General,...)
Atherton Hospital
UNDEF Undef
Paypoint Code and Description
Status: Effective Date 24/08/2011
OH FTE
Pay Posted Amount
All FRAC Paypoint
0.26
58,505.07
UNDEF Undef
0.26
58,505.07
External General Services
0.08
10,500.00
External Undefined
Replace member 'External Undefined'
Replace FRAC Paypoint
Nest before FRAC Paypoint
Nest after FRAC Paypoint

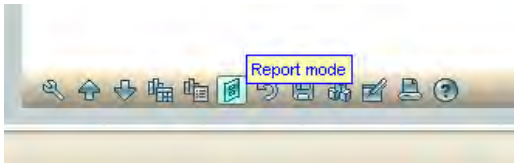

Decision Support System - Microsoft Internet Explorer provided by Queensland Health
DSS Decision Support System
Navigation Tree
All Dashboard
HR Payroll SAP
Classic DSS
Pay View
Pay Slip (Pay Posted)
Pay Worked (Pay Run)
Budget FTE
FTE Analysis
Payroll
FRAC
FRAC Payroll Statement
Reference Tables
Workforce Management
T2 Extract
User Defaults
Finance Dollars
Activity Based Funding
User Options
Public Reports
Slicers
2010
Qld Health District
Document Type
Cash v Accrual
Adjustment
Posting Status
Control Labour
Funding Hierarchy
Reference Procedure
Order Type Hierarchy
Paypoint
Paid v Unpaid
Employ Type Hierarchy
FTE Type
Sum of (Labour - General,...)
Atherton Hospital
UNDEF Undef
Status: Effective Date 24/08/2011
Current Date 30/09/2011 2:46:53 PM
OH FTE
Pay Posted Amount
All FRAC Paypoint
00XGS
01-External General Services
0.08
10,500.00
30XNS
01-External Undefined
0.18
48,005.07
UNDEF Undef
00XGS
01-External General Services
0.08
10,500.00
30XNS
01-External Undefined
0.18
48,005.07
External General Services
00XGS
01-External General Services
0.08
10,500.00
External Undefined
30XNS
01-External Undefined
0.18
48,005.07

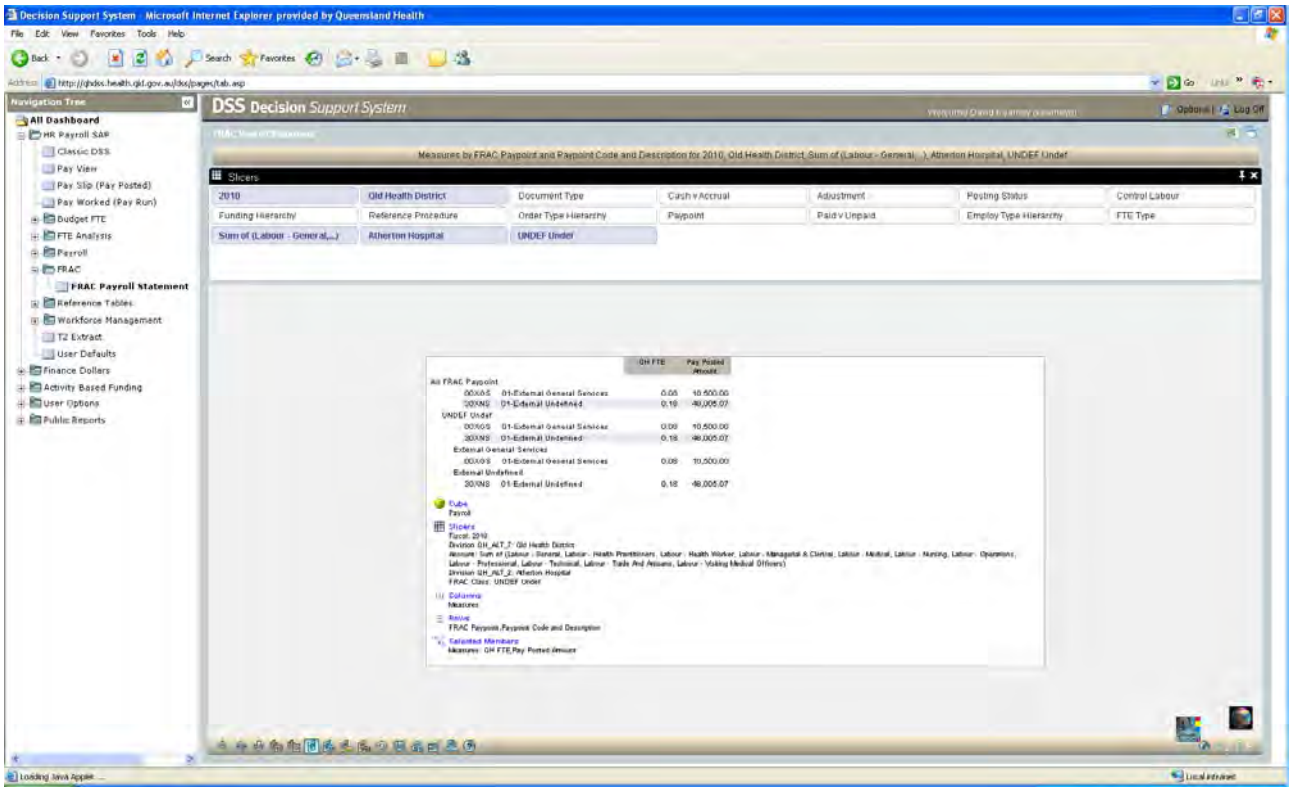
Allocation of UNDEF Undef

30XNS – 30XNR/External Registered Nurse and should therefore be reported in the Nursing category.

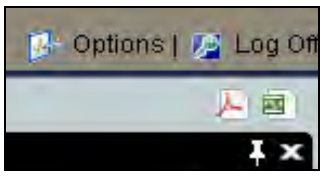
As for 00XGS – The facility would need to investigate further to determine what Paypoint ID's this relates to and roll up into the appropriate category accordingly.

On the Tool Bar Click on Report Mode.

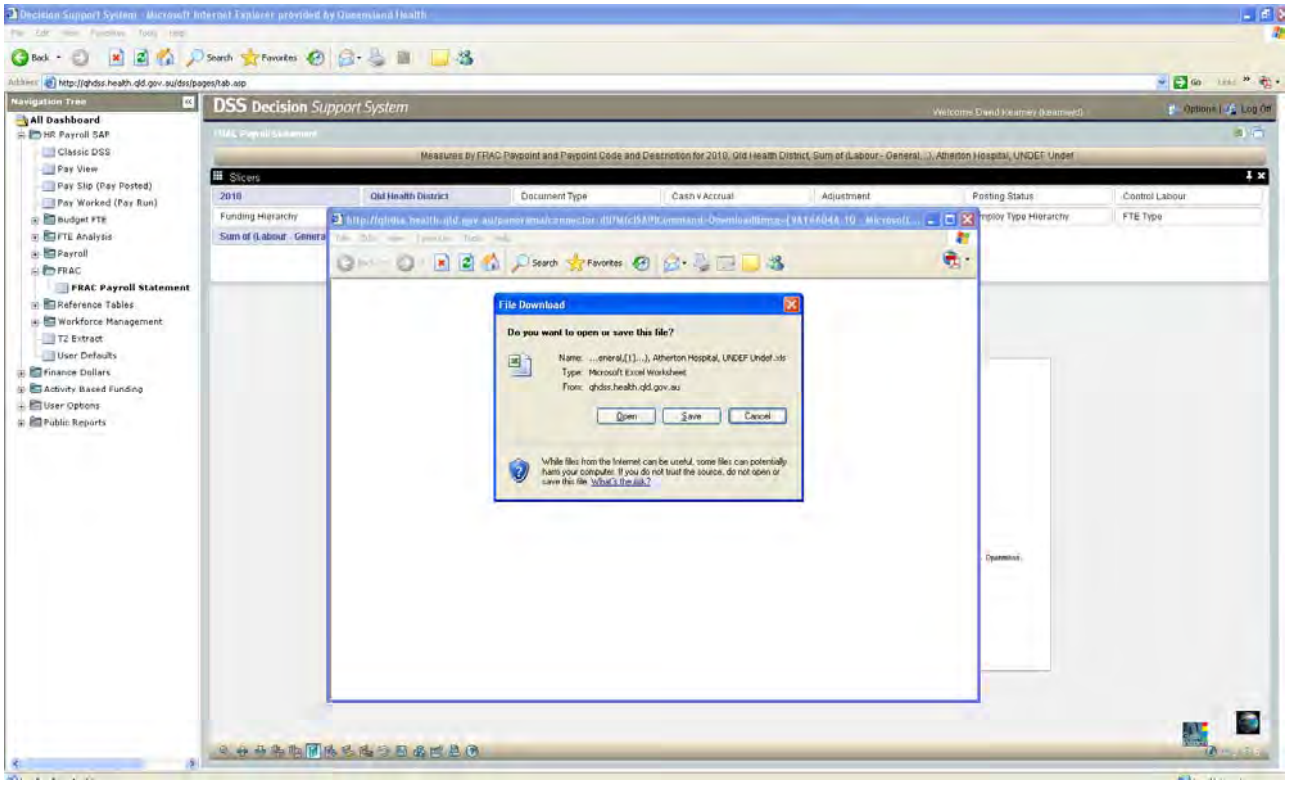


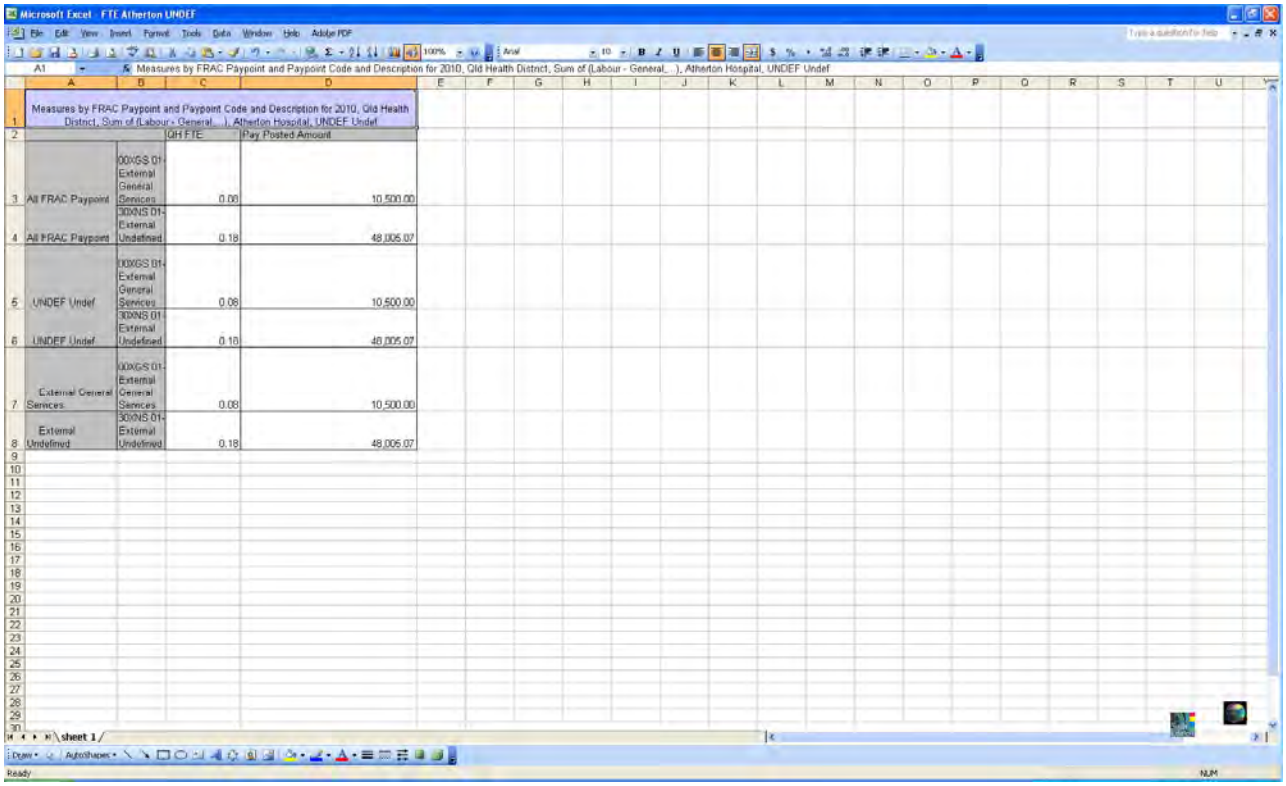


Click on the Excel Export button in the top left of the DSS window.



This will open an Excel Spreadsheet and transfer your report.

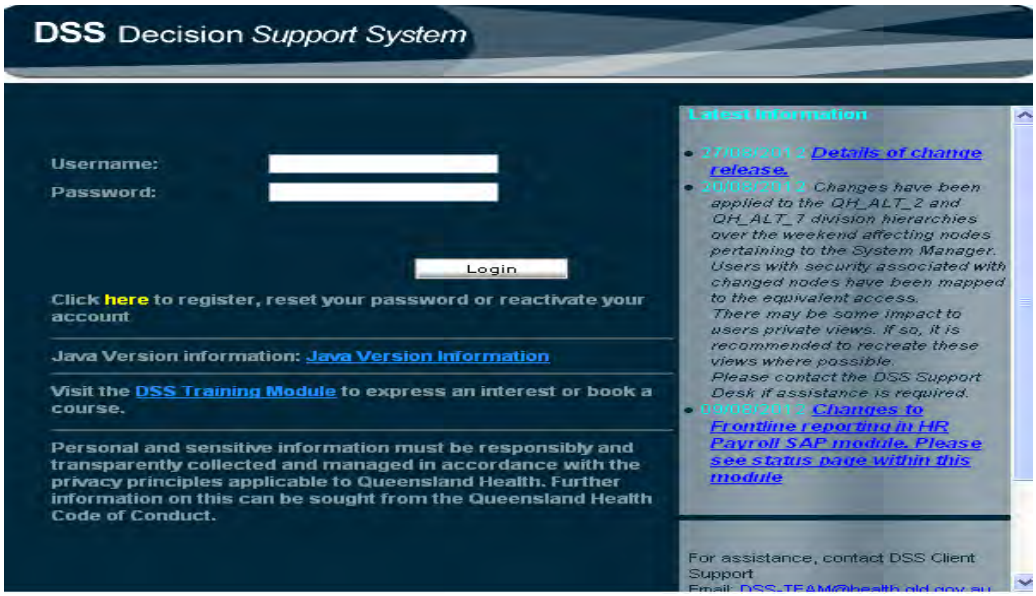




3.3 STATEMENT 3 – TOTAL REVENUE

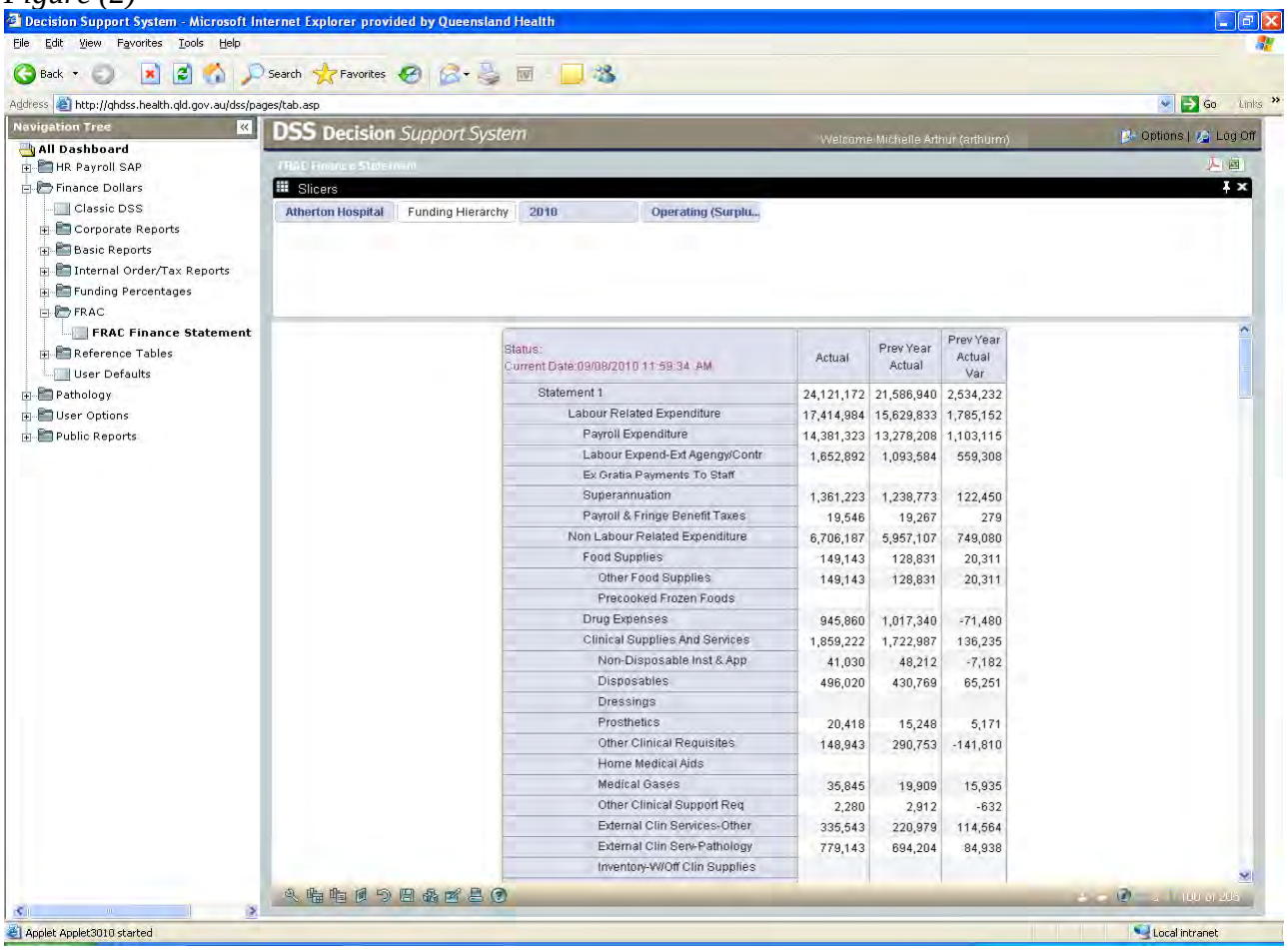
To extract the data for Statement 3 using 'QH_FRAS', apply the same selections for Statement 1 after logging into the DSS production account (refer figure 1):

Figure (1)
Logon to DSS

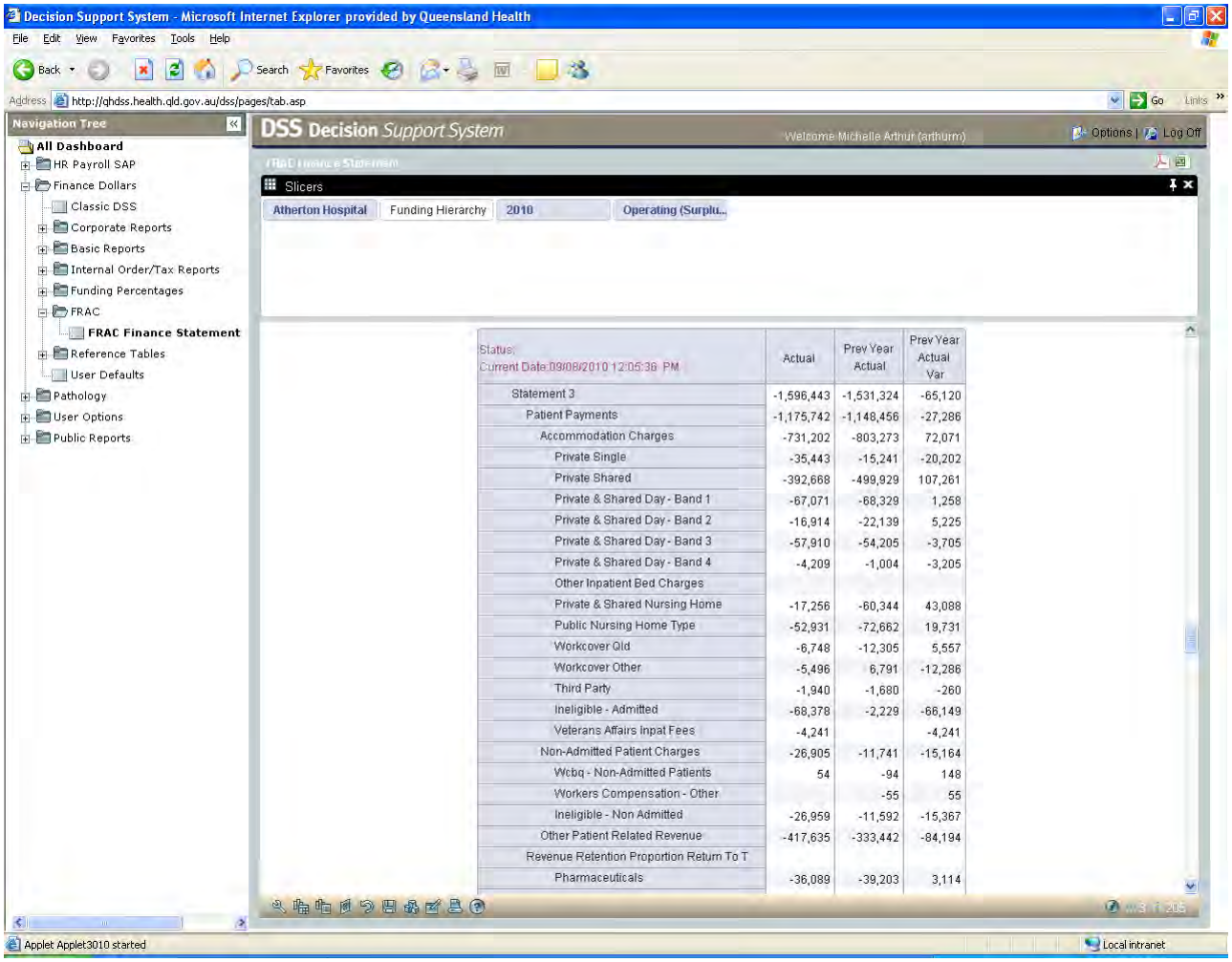


'QH_FRAS' (Refer figure 2).

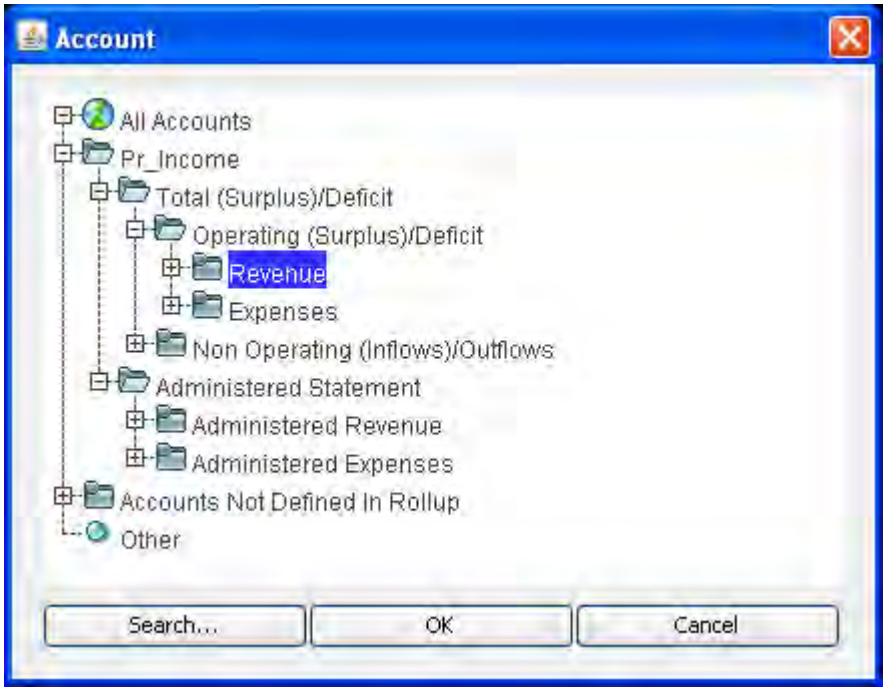
Figure (2)



Select the down arrow to retrieve information for Statement 3

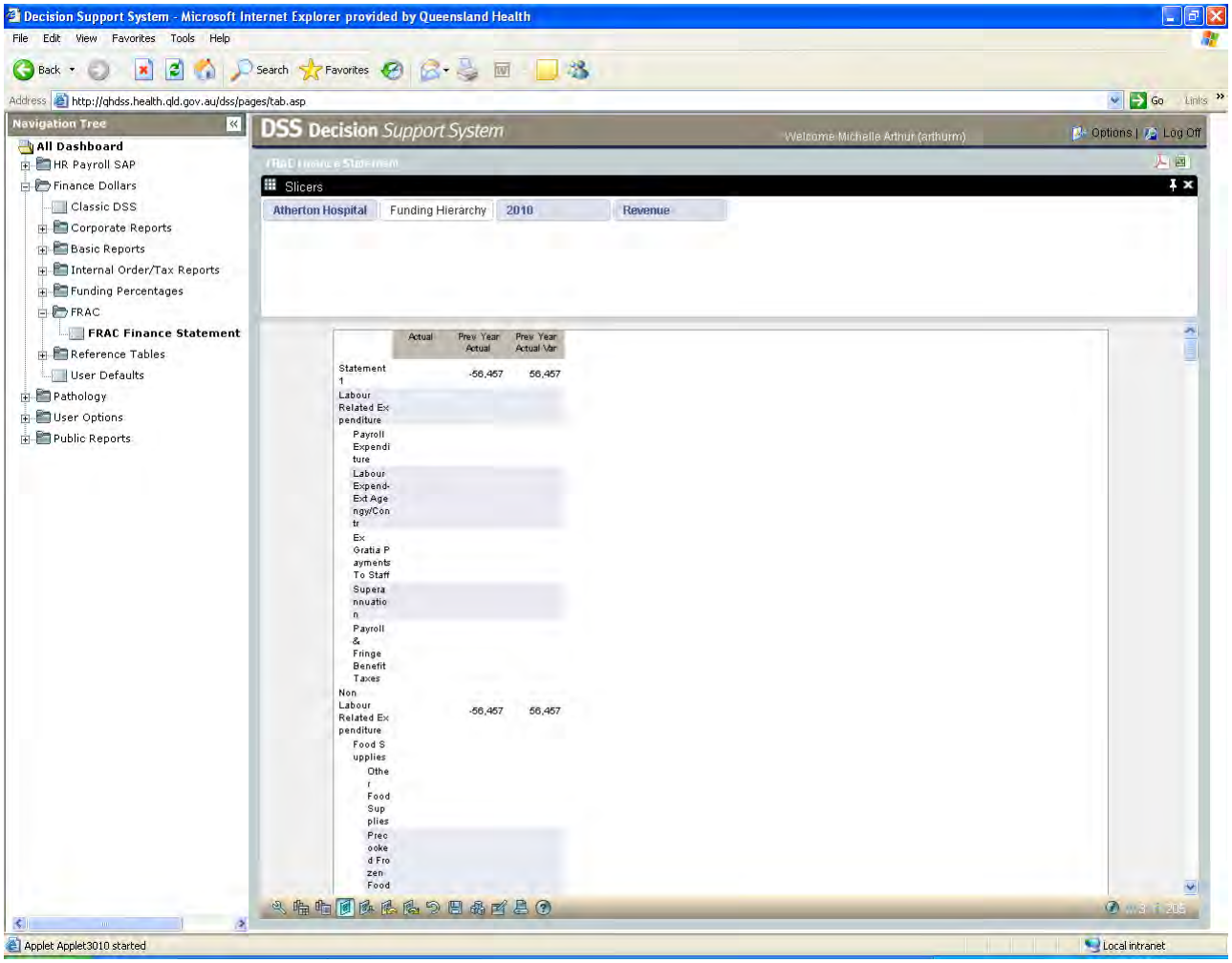


To retrieve Revenue info only – Select ‘Revenue’ via the Account tab.

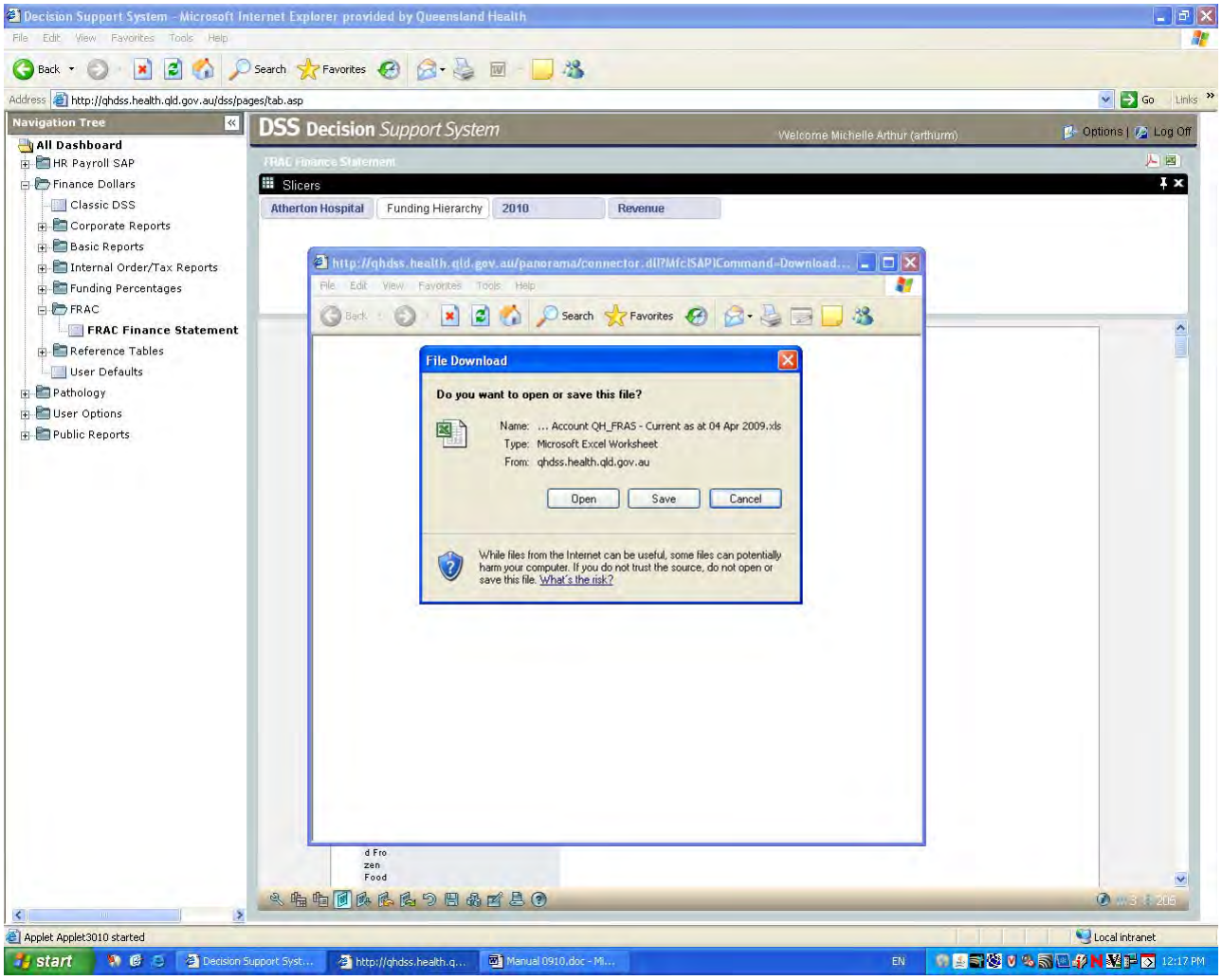


1. To scroll down further click on the ‘down arrow’ on the tool bar.

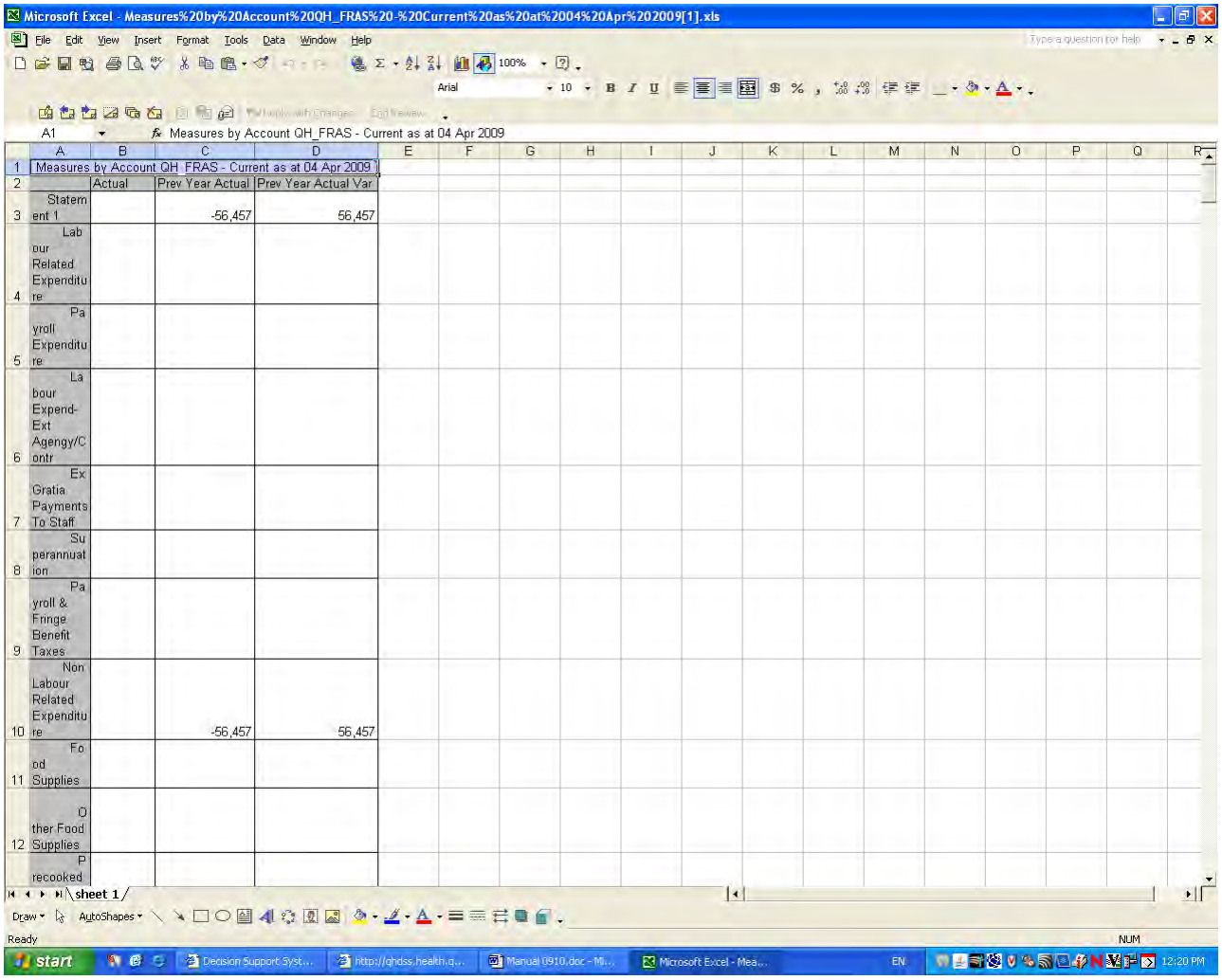
On the Tool Bar Click on Report Mode.



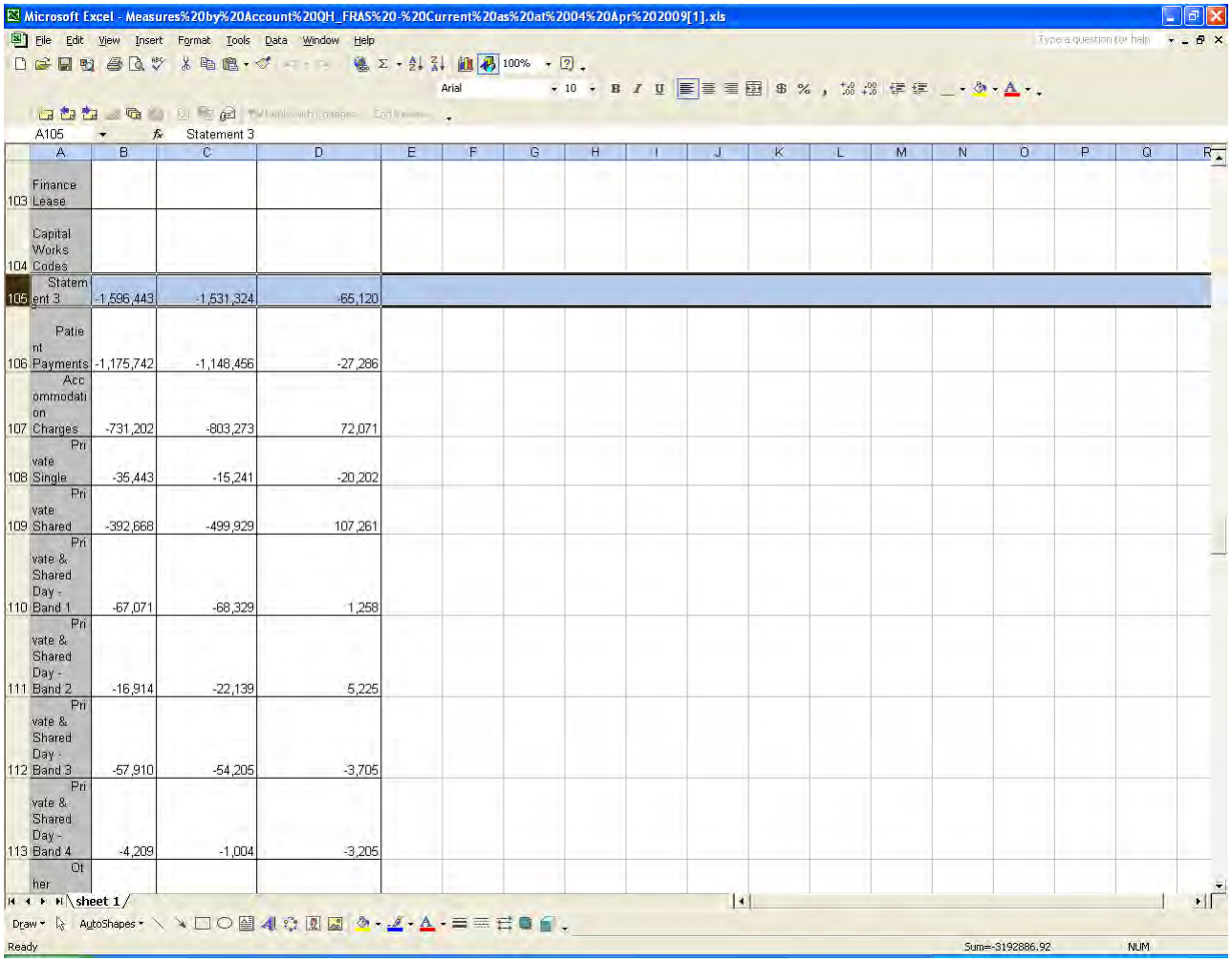
Click on the Excel Export button.

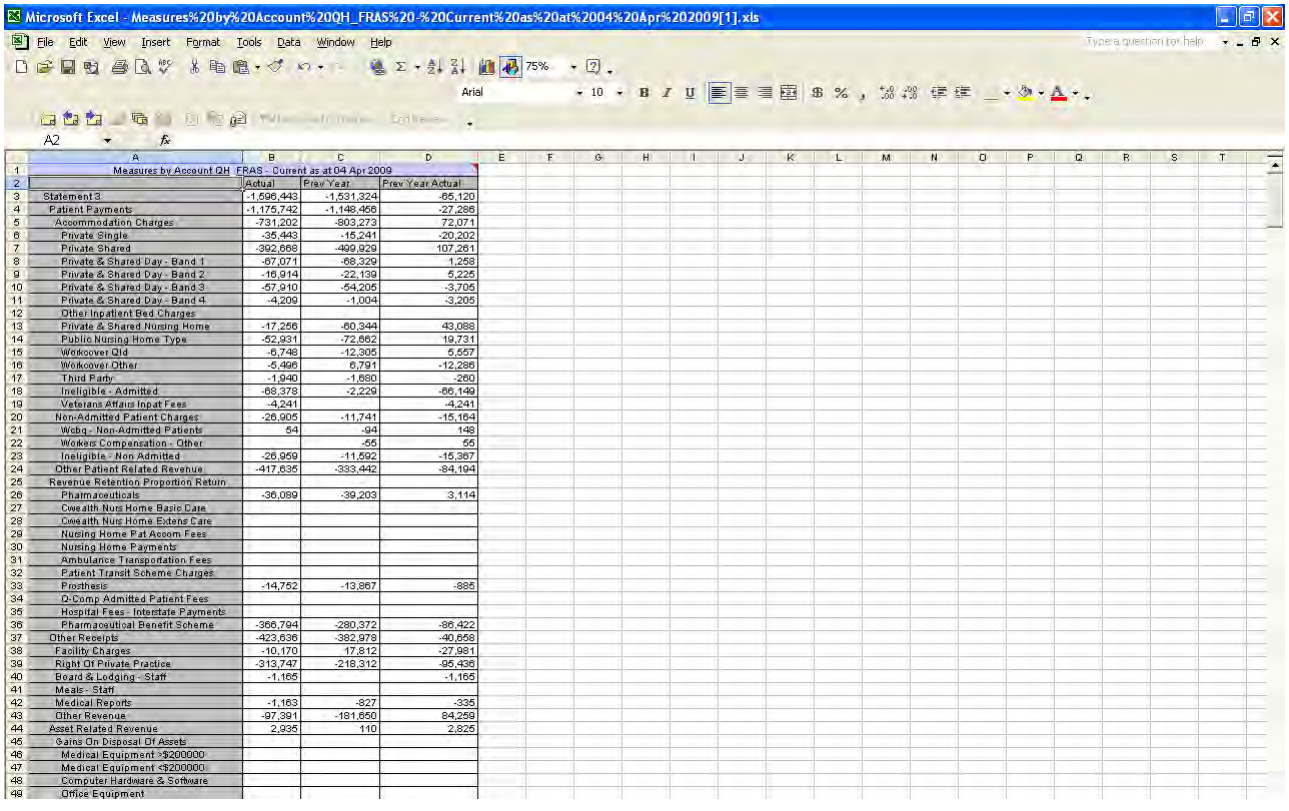


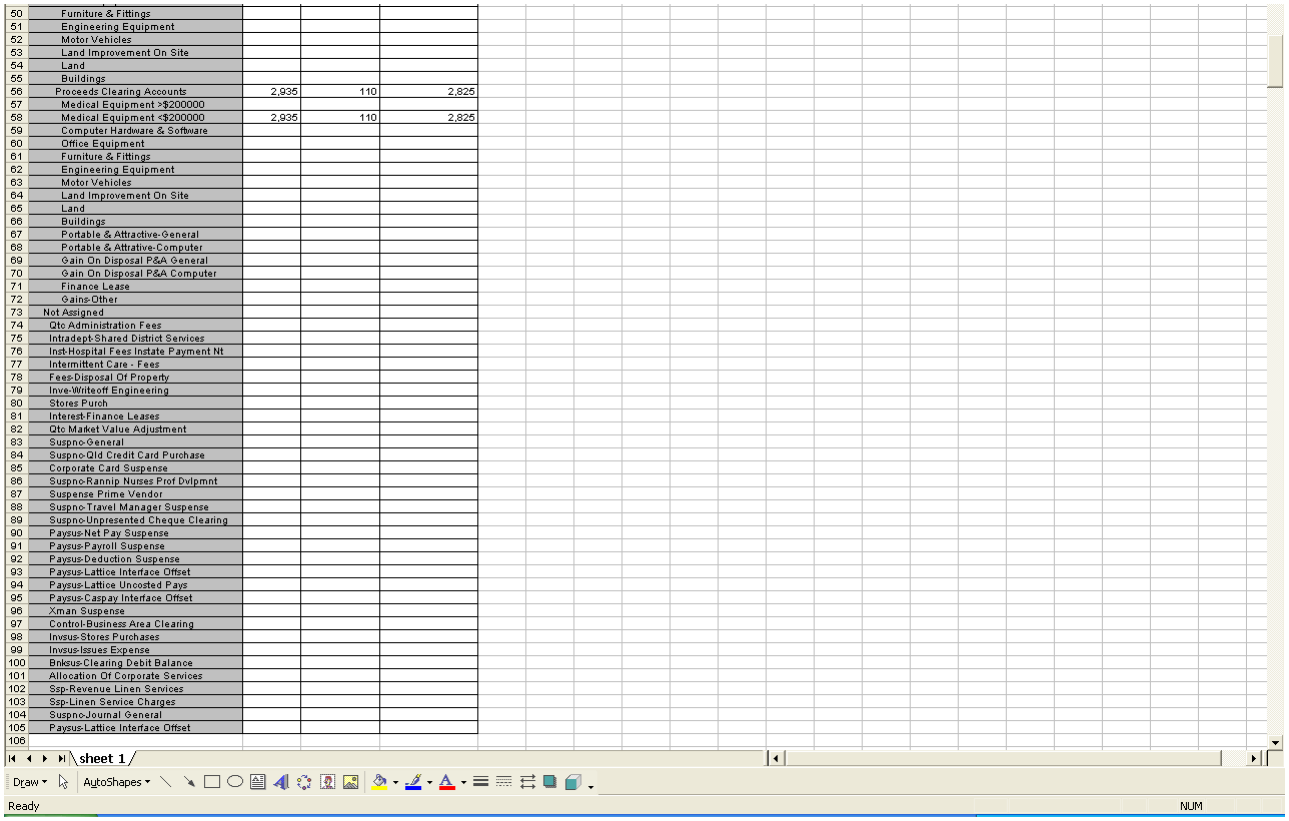
This will open an Excel Spreadsheet and transfer your report.



Scroll down to Statement 3 and delete the rows prior to this


Microsoft Excel - Measures%20by%20Account%20QH_FRAS%20-%20Current%20as%20at%2004%20Apr%202009[1].xls
A105
Statement 3
Finance Lease
Capital Works Codes
Statement 3 -1,596,443 -1,531,324 -65,120
Patient Payments -1,175,742 -1,148,456 -27,286
Accommodation Charges -731,202 -803,273 72,071
Private Single -35,443 -15,241 -20,202
Private Shared -392,668 -499,929 107,261
Private & Shared Day - Band 1 -67,071 -68,329 1,258
Private & Shared Day - Band 2 -16,914 -22,139 5,225
Private & Shared Day - Band 3 -57,910 -54,205 -3,705
Private & Shared Day - Band 4 -4,209 -1,004 -3,205
Other
sheet 1
Ready
Sum=-3192886.92
NUM


Microsoft Excel - Measures%20by%20Account%20QH_FRAS%20-%20Current%20as%20at%2004%20Apr%202009[1].xls
A2
Measures by Account QH FRAS - Current as at 04 Apr 2009
Actual Prev Year Prev Year Actual
Statement 3 -1,596,443 -1,531,324 -65,120
Patient Payments -1,175,742 -1,148,456 -27,286
Accommodation Charges -731,202 -803,273 72,071
Private Single -35,443 -15,241 -20,202
Private Shared -392,668 -499,929 107,261
Private & Shared Day - Band 1 -67,071 -68,329 1,258
Private & Shared Day - Band 2 -16,914 -22,139 5,225
Private & Shared Day - Band 3 -57,910 -54,205 -3,705
Private & Shared Day - Band 4 -4,209 -1,004 -3,205
Other Inpatient Bed Charges
Private & Shared Nursing Home -17,256 -60,344 43,088
Public Nursing Home Type -52,931 -72,662 19,731
Workcover Qld -6,748 -12,305 5,557
Workcover Other -5,496 6,791 -12,286
Third Party -1,940 -1,680 -260
Ineligible - Admitted -68,378 -2,229 -66,149
Veterans Affairs Inpat Fees -4,241 -4,241
Non-Admitted Patient Charges -26,905 -11,741 -15,164
Wcbq - Non-Admitted Patients 54 -94 148
Workers Compensation - Other -55 55
Ineligible - Non Admitted -26,959 -11,592 -15,367
Other Patient Related Revenue -417,636 -333,442 -84,194
Revenue Retention Proportion Return
Pharmaceuticals -36,089 -39,203 3,114
Cwealth Nurs Home Basic Care
Cwealth Nurs Home Extens Care
Nursing Home Pat Accom Fees
Nursing Home Payments
Ambulance Transportation Fees
Patient Transit Scheme Charges
Prosthesis -14,752 -13,867 -885
D-Comp Admitted Patient Fees
Hospital Fees - Interstate Payments
Pharmaceutical Benefit Scheme -366,794 -280,372 -86,422
Other Receipts -423,636 -382,978 -40,658
Facility Charges -10,170 17,812 -27,981
Right Of Private Practice -313,747 -218,312 -95,436
Board & Lodging - Staff -1,165 -1,165
Meals - Staff
Medical Reports -1,163 -827 -335
Other Revenue -97,391 -181,650 84,259
Asset Related Revenue 2,935 110 2,825
Gains On Disposal Of Assets
Medical Equipment >$200000
Medical Equipment <$200000
Computer Hardware & Software
Office Equipment



50	Furniture & Fittings			
51	Engineering Equipment			
52	Motor Vehicles			
53	Land Improvement On Site			
54	Land			
55	Buildings			
56	Proceeds Clearing Accounts	2,935	110	2,825
57	Medical Equipment >$200000			
58	Medical Equipment <$200000	2,935	110	2,825
59	Computer Hardware & Software			
60	Office Equipment			
61	Furniture & Fittings			
62	Engineering Equipment			
63	Motor Vehicles			
64	Land Improvement On Site			
65	Land			
66	Buildings			
67	Portable & Attractive-General			
68	Portable & Attrative-Computer			
69	Gain On Disposal P&A General			
70	Gain On Disposal P&A Computer			
71	Finance Lease			
72	Gains-Other			
73	Not Assigned			
74	Qto Administration Fees			
75	Intradept-Shared District Services			
76	Inst-Hospital Fees Instate Payment Nt			
77	Intermittent Care - Fees			
78	Fees-Disposal Of Property			
79	Inve-Writeoff Engineering			
80	Stores Purch			
81	Interest-Finance Leases			
82	Qto Market Value Adjustment			
83	Suspno-General			
84	Suspno-Qld Credit Card Purchase			
85	Corporate Card Suspense			
86	Suspno-Rannip Nurses Prof Dvlpmnt			
87	Suspense Prime Vendor			
88	Suspno-Travel Manager Suspense			
89	Suspno-Unpresented Cheque Clearing			
90	Paysus-Net Pay Suspense			
91	Paysus-Payroll Suspense			
92	Paysus-Deduction Suspense			
93	Paysus-Lattice Interface Offset			
94	Paysus-Lattice Uncosted Pays			
95	Paysus-Caspay Interface Offset			
96	Xman Suspense			
97	Control-Business Area Clearing			
98	Invsus-Stores Purchases			
99	Invsus-Issues Expense			
100	Bnksus-Clearing Debit Balance			
101	Allocation Of Corporate Services			
102	Ssp-Revenue Linen Services			
103	Ssp-Linen Service Charges			
104	Suspno-Journal General			
105	Paysus-Lattice Interface Offset			
106				

Further analysis and necessary adjustments can be undertaken before transferring these figures to the FRAC statements.

4 DSS Reporting

Facilities should run their own DSS reports to confirm the figures provided by DSS.

If facilities require further information on the figures provided the facility should contact DSS.

If a facility has concerns regarding MAC Online either accessing, uploading, validating or submitting the facility should contact DCU.